

TOWN OF LAUDERDALE-BY-THE-SEA

TOWN COMMISSION REGULAR MEETING AGENDA

Jarvis Hall
4505 Ocean Drive
Monday, September 12, 2016
6:30 PM

- 1. CALL TO ORDER, MAYOR SCOT SASSER**
- 2. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 3. INVOCATION - Rabbi Bentzion Singer**
- 4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS**
- 5. PRESENTATIONS**
- 6. PUBLIC COMMENTS**
- 7. PUBLIC SAFETY DISCUSSION**
 - a. BSO July | August 2016 Reports (Cap't Fred Wood)
 - b. VFD July 2016 Report (Chief Judson Hopping)
 - c. AMR July | August 2016 Reports (Chief Brooke Liddle)
- 8. TOWN MANAGER REPORT**
 - a. Chamber of Commerce Welcome Center July & August Statistics Reports (Tedra Allen, Town Clerk)
 - b. July Finance Report (Lisa Fuentes, Finance Director)
 - c. Town Manager's Report (Bud Bentley, Town Manager)
- 9. TOWN ATTORNEY REPORT**
- 10. APPROVAL OF MINUTES**

Town Commission Regular Meeting Agenda
Monday, September 12, 2016

- a. July 26, 2016 Special Town Commission Meeting Minutes (Tedra Allen, Town Clerk)
- b. July 26, 2016 Town Commission Meeting Minutes (Tedra Allen, Town Clerk)
- c. August 11, 2016 Special Town Commission Meeting Minutes (Tedra Allen, Town Clerk)

11. CONSENT AGENDA

- a. Special Event Application from the Village Grille and 101 Ocean for Friday Nights Music Entertainment proposed for every Friday starting November 4, 2016 and ending May 26, 2017 (Debbie Hime, Special Projects Coordinator)
- b. Special Event Application for a Public Menorah Lighting Ceremony proposed for Thursday, December 29, 2016 (Debbie Hime Special Projects Coordinator)
- c. Special Event Application for Kiwanis Shred-A-Thon proposed for October 22, 2016 (Debbie Hime Special Project Coordinator)
- d. Vision, Dental, & Life Insurance Renewal (Lisa Fuentes, Finance Director)
- e. Health Insurance Renewal (Lisa Fuentes, Finance Director)

12. OLD BUSINESS

13. NEW BUSINESS

- a. Re-Scheduling of Commission Meeting dates in October and November (Tedra Allen, Town Clerk)

14. COMMISSIONER COMMENTS

15. ORDINANCES – PUBLIC COMMENTS

- a. Ordinances 1st Reading
- b. Ordinances 2nd Reading
 - i. Ordinance 2016-05 - AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 20, "UTILITIES," OF THE TOWN'S CODE OF ORDINANCES BY AMENDING ARTICLE II, "SANITARY

SEWER SYSTEM," SECTION 20-19 "RATES AND CHARGES" TO ADOPT REVISIONS TO THE SCHEDULE OF RATES AND CHARGES FOR SANITARY SEWAGE COLLECTION, TRANSMISSION AND DISPOSAL SERVICE; AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE. (Tony Bryan, Assistant Town Manager)

16. RESOLUTIONS – PUBLIC COMMENTS

- a. Resolution 2016-31 - A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AUTHORIZING AN AGREEMENT WITH THE LAUDERDALE-BY-THE-SEA CHAMBER OF COMMERCE, INC. FOR OPERATING AND FUNDING A VISITOR AND WELCOME CENTER; DIRECTING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR CONFLICT, SEVERABILITY AND FOR AN EFFECTIVE DATE. (Lisa Fuentes, Finance Director)
- b. Resolution 2016-33 - A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING THE 2015/2016 FISCAL YEAR BUDGET IN ACCORDANCE WITH THE ATTACHED EXHIBIT "A"; AUTHORIZING APPROPRIATIONS AND EXPENDITURES IN ACCORDANCE WITH THE 2015/2016 FISCAL YEAR BUDGET AS AMENDED; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND AN EFFECTIVE DATE (Lisa Fuentes, Finance Director)

17. QUASI JUDICIAL PUBLIC HEARINGS

18. ADJOURNMENT

19. FUTURE REGULAR COMMISSION AGENDA ITEMS

THE TOWN OF LAUDERDALE-BY-THE-SEA WILL FURNISH APPROPRIATE AUXILARY AIDS AND SERVICES NECESSARY TO AFFORD INDIVIDUALS AN EQUAL OPPORTUNITY TO PARTICIPATE IN MEETINGS OF THE TOWN COMMISSION. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTE 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE TOWN CLERK NO LATER THAN TWO (2) DAYS PRIOR TO THE MEETING AT (954) 640-4200 FOR ASSISTANCE.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE/SHE WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSES MAY NEED TO INSURE THAT A VERBATIM RECORDING OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PROCEDURES FOR PUBLIC COMMENTS:

Public Comments may address issues that are not on this meeting's agenda, but should relate to the business of the Town, and should not contain personal attacks. If your comment requires follow up, the Town Manager will have a staff person respond to your concerns, and will advise us of the outcome.

Town Commission Regular Meeting Agenda Monday, September 12, 2016

The Town Clerk will read off the names of those who have signed up to speak. When your name is called, please come to the podium, state your name for the record, and indicate whether you are a Town resident. Do not state your address. You have up to three minutes to make your comments, but there is no requirement to use the entire time. If you wish to address a particular Commissioner or member of Town Administration, please do so by use of their title.

If you wish to approach the Commission dais to hand out a document or for some other reason, please request permission and state your reason for doing so. All documents to be provided to the Commission should be handed to the Town Clerk for distribution, at the far right end of the dais.

These procedures have been developed to assure that the Town Commission meeting time is efficiently used, and that meetings are conducted in a polite and respectful manner. More information on the decorum rules for Town Commission meetings is available in Section 2-23 of the Town Code of Ordinances.

Invocation:

The Invocation before the each Town Commission meeting is a voluntary service of a private citizen, offered to serve the spiritual needs of the members of the Town Commission and solemnize the meeting. It is not intended to be an opportunity to advance or disparage one faith or belief over another. The views expressed in the Invocation have not been previously reviewed by the Town and do not necessarily represent the beliefs of any Town employee or official. No person is required to be present at or participate in the Invocation, and the decision whether to be present or participate in the Invocation will not affect any person's right to actively participate in the official business of the Town or obtain any benefit from the Town. The Town's written Invocation Policy is available on its website, and upon written request to the Town Clerk

Town Commission Regular Meeting Agenda
Monday, September 12, 2016



Agenda Memorandum

Broward Sheriff's Office

Department

Fred Wood

Captain

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Reports

☐ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: BSO Monthly Report

EXPLANATION: July & August 2016

Exhibits: 1. July 2016 BSO Report
2. August 2016 BSO Report

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Date: July 31, 2016

To: Bud Bentley
Town Manager
Lauderdale-By-The-Sea

From: Captain Fred Wood
Lauderdale-By-The-Sea District

Subject: **Monthly Report to Commission – July 2016**

PERSONNEL CHANGES:

Deputy Patrick Fletcher was transferred to LBTS on July 9th.

EMPLOYEE OF THE MONTH: Deputy Scott Klier

Deputies received a 911 call from a victim stating that a suspect had just stolen two purses and fled the area on foot. Simultaneously, Deputy Klier observed a suspect matching the description, running while carrying an object in his hand. Klier observed the suspect flee into a local hotel and Klier pursued, located and arrested the suspect without incident. An area check was conducted and both purses were located under a vehicle parked in front of the hotel. A post-Miranda, video recorded confession was obtained from the suspect.

COMMUNITY PROGRAMS AND SERVICES: These ancillary programs and services are available to residents on an ongoing basis.

- **Elder Links:** This program offers referral services to elderly residents and other senior citizens in need of medical and mental health care, meal delivery or other social services.
- **Business and Residential Security Surveys:** The Business and Residential Security Survey program teaches participants to secure their business, home or condominium to reduce the likelihood of burglary and theft. Security surveys, conducted by a certified law

enforcement security specialist, are provided upon request, at no charge to the business owner or resident.

- **Vacation House Watch Program:** Residents who are traveling out-of-town may register for this program. Deputies will conduct periodic checks of their residence until their return.
- **Neighborhood Crime Prevention Program:** The Neighborhood Crime Prevention program liaison organizes and conducts crime prevention and security seminars at the request of neighborhood civic and condominium associations. He will also help facilitate any Neighborhood Crime Watch programs in which the residents wish to participate.
- **Identity Theft and Scam Prevention Program:** The Identity Theft and Scam Prevention program is designed to inform residents about identity theft and how to lessen their chances of becoming a victim of a scam. Residents are informed on the importance of shredding documents, awareness of suspicious individuals, protection of passwords and use of caution in revealing information. Our Shred-A-Thon to reduce identity theft event is incorporated into this program.
- **Enhanced Marine Law Enforcement Patrol Program:** The BSO Marine Patrol Unit participates in the Enhanced Marine Law Enforcement Grant on behalf of Lauderdale-by-the-Sea. This grant allows for additional maritime patrols throughout the Town's waterways and adjacent ocean area.
- **Citizen Observer Patrol (COP) Program:** COP volunteers are local residents who receive public safety training. They are a tremendous asset to the Town of Lauderdale-by-the-Sea. COP members alternate assisting in administrative duties or patrolling local neighborhoods as an extra pair of eyes and ears to supplement deputy sheriff patrols. COP members also attend monthly patrol information and criminal intelligence briefings. A summary of COP statistical activity is included at the end of this report.
- **Sexual Offender Tracking Program:** There is currently one (1) person legally classified as a sexual offender residing within Town limits. This offender is routinely contacted by BSO to ensure his continued compliance with State of Florida legal mandates. Existing municipal ordinances prohibit additional persons classified as sexual offenders or sexual predators from residing within Town limits.
- **Bicycle Patrol:** Deputies utilize specialized patrol bicycles to enhance public safety and community outreach. This mode of patrol allows the deputies to interact one-on-one with our residents and visitors. The patrol bicycles were utilized for a total of thirteen (13) hours this month.
- **All-Terrain Vehicle Patrol:** The ATV / Polaris are primarily utilized on the beach areas in order to conduct patrols to deter criminal activity and maintain the security of the beach-area properties. The ATV patrol is instrumental in marine fisheries regulation enforcement and protection. Deputies used the ATV / Polaris for sixty-three (63) hours this month.
- **Crisis Intervention Team / Homeless Outreach Team Programs:** The C.I.T. / H.O.T. program is comprised of specially trained patrol deputies and supervisors who are able to intervene in situations involving persons with mental illness or are otherwise

experiencing mental health crises or are homeless and in need of services. Fifteen (15) individuals were contacted during the month. Three (3) were transported to a facility for assistance.

- **Automated License Plate Reader Camera System:** The ALPR system installation was completed in October 2014. The system is proving to be an effective tool to Public Safety. ***See Notable Incidents/Arrests below.***
- **e - Alerts:** This information initiative allows Town residents to stay informed, via email or text messages, of important topics such as criminal activity, traffic information, upcoming events, security issues and other important public safety information throughout Broward County and Lauderdale-by-the-Sea. Residents can register for this program through either the Lauderdale-by-the-Sea or the Broward Sheriff's Office internet website.
- **Electronic Message Board:** The BSO Lauderdale-by-the-Sea district continues to utilize the electronic traffic safety message board at various locations within the Town. This allows the district to alert residents about any traffic problems and other important public safety issues impacting them.

SPECIAL EVENTS: These events required the participation of the BSO LBTS district.

Independence Day Celebration: On Monday, July 4th the Town hosted their annual, day-long celebration. The parade travelled throughout the town with local businesses, town commissioners, Volunteer Fire Department, AMR, BSO Mounted, Motorcycles, and specialty vehicles and a fly over from the BSO Helicopter as participants. The fireworks were held on the beach and were a great success. Off duty detail deputies were assigned to event security. The BSO Regional Traffic Unit provided 5 Motor Deputies for traffic control. Assistance was also provided by several LBTS COP volunteers, BSO Posse members, and deputies detached from other BSO jurisdictions at no cost to the town.

BugFest: Various events for the Town's annual BugFest were held beginning Saturday, July 25th and concluding Saturday, August 1st at the Beach Pavilion/Ocean Plaza and El Prado Park. On duty deputies were assigned to monitor the events and provide assistance if needed.

NOTABLE INCIDENTS / ARRESTS:

July ALPR Arrests:

None for July

Burglary Conveyances: 07-12-16 to 07-16-16 / overnight hours

Location: Various locations south of Commercial Blvd.

Suspects: W/M and W/F approximately 16 – 25 years old

Over several nights suspects entered four (4) **unlocked** vehicles and removed various items. Video was obtained from one location and distributed to patrol deputies. Latent prints were obtained from two vehicles and are pending lab results. In response, CST detectives began surveillance and patrols concentrating in the area. Det. Castor located Fredlan Georges (DOB

12/20/93) loitering in the parking area at El Mar Dr. and Palm Ave. A records check revealed Georges had an active warrant and he was arrested.

Sudden Snatching/Robbery: 07-19-16 / 0650 hours

Location: 4444 El Mar Drive

Suspect: B/M, early 20's, 5'8" to 5'10", thin build

Suspect Vehicle: White Lexus 4-door

The victim was jogging SB on El Mar Drive in the NB lanes when his necklace was grabbed from behind. During a brief struggle, the victim ripped the suspect's shirt off and the subject took control of the victim's heavy gold chain. The suspect entered the waiting Lexus and fled. The vehicle tag was checked in the ALPR system and it was discovered to have been stolen from Pompano Beach.

MONTHLY ARREST LOG:

Male	Warrant - Beach Violation	220	Commercial Blvd
Male	DWLS - Habitual Offender	4700	N Ocean Drive
Male	Warrant - Failure to Appear- No Valid DL	4200	El Mar Drive
Male	Violation of Probation - Sale of Heroin	4051	N Ocean Drive
Male	Violation of Probation - Drugs and Burglary	4245	N Ocean Drive
Male	Warrant - Possession of Paraphernalia	1500	N Ocean Drive

CRIME STATISTICS:

CRIME	CURRENT MONTH	PRIOR MONTH	2015 YTD	2016 YTD
AUTO THEFT	1	0	3	5
BURGLARY-BUSINESS	0	0	2	0
BURGLARY-CONVEYANCE	9	1	20	25
BURGLARY-RESIDENCE	1	0	24	4
FORCIBLE SEX	0	0	0	0
ASSAULT-AGGRAVATED	0	0	5	1
HOMICIDE	0	0	0	0
ROBBERY	1	0	4	2
THEFT-GRAND	3	2	12	15
THEFT-PETIT	1	0	17	11
TOTALS	16	3	87	63

CITIZEN OBSERVER PATROL STATISTICAL SUMMARY:

COP Activity	Total
Number of Volunteers	31
COP Hours Worked - Month	154
COP Patrol Miles - Month	152
COP Hours Worked - YTD	1,620
COP Patrol Miles - YTD	2,585

COP Bike Patrol Hours - Month	8
COP Bike Patrol Hours - YTD	116

COP Beach Patrol Hours – Month	38
COP Beach Patrol Hours - YTD	273

RESERVE DEPUTY ASSISTANCE: Reserve Deputies are part-time, fully-sworn deputies who provide supplemental staffing to LBTS, when available, at NO cost to the Town.

	Month	2016 YTD
Reserve Deputy - Days Worked	8	34
Reserve Deputy - Hours Worked	62	256

MONTHLY STAFFING AND STATISTICAL REPORT:

The July 2016 Monthly Staffing and Statistical Report is attached.



Lauderdale by the Sea Monthly Activity July 2016

Reports/Calls	
Miscellaneous Service	
Event Reports	42
Accidents	16
Calls for Service	761

Traffic	
Types of Citation	
Non-Moving / Moving Citation	98
Parking	0
Warnings	35
Total Citations	133

Arrests	
Type of Arrest	
Felony	2
Misdemeanor	1
NTA	0
Capias/Warrant	3
Traffic	1
DUI	0
DV Misdemeanor	0
DV Felony	0
NIC	2
Total Arrests	9

Time Worked	
Hours Worked	
Bike Patrol	13
Court Overtime	12
Training	74
Detached	60
Other Overtime	72
Days Worked	31

General	
FI	23
Truant	0
Truant Debriefed	0
Elder Link	0

Narrative
ATV: 392 Miles / 63 Hours Reserve Deputy worked 8 Days (62 hrs)



MONTHLY STAFFING AND STATISTICAL REPORT LAUDERDALE-BY-THE-SEA DISTRICT

July 31, 2016

CURRENT STAFFING ALLOCATIONS

Position	Budgeted Positions	Actual Positions	Vacant Positions
District Chief	1	1	
Executive Lieutenant	1	1	
Sergeant	3	3	
Deputy Sheriff	19	18	1
Community Service Aide	1	1	
Administrative Specialist	1	1	
Clerical Specialist (P/T)	2	1	1
TOTAL	28	26	2

PERSONNEL ON LIGHT DUTY, PROMOTED, TRANSFERRED, ETC.

Name	CCN	Status	Circumstances
Deputy Patrick Fletcher	9472	Assigned	Replaced Dep Joseph

DETACHED PERSONNEL / LOCATION

Name	CCN	Detached To	Reason	Hours
Sergeant Dan Mellies	9267	Human Resources	Interview Board	8
Sergeant Craig Bachan	7892	Human Resources	Interview Board	8
Detective Brann Redl	10365	Central Brwd CST	Operations	18
Detective Franklin Castor	14493	Central Brwd CST	Operations	18
Deputy Javier Barrios	16797	Regional Traffic	Ceremony	2
Deputy Claudia Duarte	14351	DUI Task Force	Operation	4
Deputy Alvarez-Jacinto	14964	QRF	Ceremony	2
TOTAL				60



LAUDERDALE-BY-THE-SEA DISTRICT
SEX OFFENDERS



Palmer, John

05/26/1932

1500 South Ocean Drive; Apt # 1502

Lauderdale-by-the-Sea, Fla. 33062

Criminal History:

**Computer Pornography - Attempt to
Entice and Coerce an Individual under
18 years of age to engage in sexual act.**

Current as of:

August 4, 2016



Date: August 30, 2016

To: Bud Bentley
Town Manager
Lauderdale-By-The-Sea

From: Captain Fred Wood
Lauderdale-By-The-Sea District

Subject: **Monthly Report to Commission – August 2016**

PERSONNEL CHANGES:

None

EMPLOYEE OF THE MONTH: Detectives Frank Castor and Brann Redl

At the end of July, Det. Castor received information that a subject on probation was frequenting the Dolphin Harbor Inn. Det. Castor was able to locate the subject, Gannon Wing, and his investigation determined that Wing was actually residing at the motel, in violation of the terms of his probation. Castor arrested Wing and he was extradited to St. Lucie County.

As a result, Castor and Redl organized a sweep of probationers residing in LBTS using agents from the Florida Department of Probation. At the first check of the sweep, they located and arrested a couple with a history of trafficking in heroin and recovered a firearm (see Notable Arrests below). Castor and Redl are consistently monitoring those individuals with criminal histories that live or work in Town and in this instance they were able to remove two criminals and a firearm from the Town.

COMMUNITY PROGRAMS AND SERVICES: These ancillary programs and services are available to residents on an ongoing basis.

- **Elder Links:** This program offers referral services to elderly residents and other senior citizens in need of medical and mental health care, meal delivery or other social services.

- **Business and Residential Security Surveys:** The Business and Residential Security Survey program teaches participants to secure their business, home or condominium to reduce the likelihood of burglary and theft. Security surveys, conducted by a certified law enforcement security specialist, are provided upon request, at no charge to the business owner or resident.
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- **Bicycle Patrol:** Deputies utilize specialized patrol bicycles to enhance public safety and community outreach. This mode of patrol allows the deputies to interact one-on-one with our residents and visitors. The patrol bicycles were utilized for a total of thirty (30) hours this month.
- **All-Terrain Vehicle Patrol:** The ATV / Polaris are primarily utilized on the beach areas in order to conduct patrols to deter criminal activity and maintain the security of the beach-area properties. The ATV patrol is instrumental in marine fisheries regulation enforcement and protection. Deputies used the ATV / Polaris for thirty-eight (38) hours this month.

- **Crisis Intervention Team / Homeless Outreach Team Programs:** The C.I.T. / H.O.T. program is comprised of specially trained patrol deputies and supervisors who are able to intervene in situations involving persons with mental illness or are otherwise experiencing mental health crises or are homeless and in need of services. Sixteen (16) individuals were contacted during the month. Five (5) were transported to a facility for assistance.
- **Automated License Plate Reader Camera System:** The ALPR system installation was completed in October 2014. The system is proving to be an effective tool to Public Safety. **See *Notable Incidents/Arrests below.***
- **e - Alerts:** This information initiative allows Town residents to stay informed, via email or text messages, of important topics such as criminal activity, traffic information, upcoming events, security issues and other important public safety information throughout Broward County and Lauderdale-by-the-Sea. Residents can register for this program through either the Lauderdale-by-the-Sea or the Broward Sheriff's Office internet website.
- **Electronic Message Board:** The BSO Lauderdale-by-the-Sea district continues to utilize the electronic traffic safety message board at various locations within the Town. This allows the district to alert residents about any traffic problems and other important public safety issues impacting them.

SPECIAL EVENTS: These events required the participation of the BSO LBTS district.

None

NOTABLE INCIDENTS / ARRESTS:

August ALPR Arrests:

- 1) 8-21-16 / 1435 hours; 4340 Sea Grape Dr.; Valcourt, Ronald; B/M, 9/24/85; Charge: Driving While License Suspended – Habitual Felony Traffic Offender

Deputy Merry was monitoring the ALPR and received an alert for the vehicle Valcourt was driving. Records check revealed a 60 month revocation of Valcourt's DL.

Grand Theft/Distracted: 08-11-16 / 1415 hours

Location: 200 block Pine Ave.

Suspect: W/M, mid-40's, dark hair and beard, 5'4"

The suspect knocked on the victim's door, said he was a worker from down the street (work truck and crew in area) and advised the victim that they broke a water pipe and needed to come inside to check her water quality. He sent the victim to one sink area while he was at another and then subsequently switched positions. While the victim was distracted, he took money from the victim's purse in the master bedroom. He also took money from 2 purses in another room. Estimated loss was \$1,900. ***This is a typical scam and any similar scenario should be reported to BSO via 911. Do not admit any worker into your home without having requested work and/or the worker showing credentials.***

Probation Sweep/Violation Arrests: 08-12-16 / 0700 hours**Location:** 4051 N Ocean Dr.**Arrestees:** Furbush, Anthony, W/M, 8/6/58 and Pollio, Jennie, W/F, 9/14/62**Charge:** Violation of Probation - Sale of Heroin (both suspects), Possession of Firearm by Convicted Felon

CST Detectives Castor and Redl conducted an operation with the Florida Dept. of Probation focusing on 12 probationers in or bordering LBTS. Furbush and Pollio's apartment was the first scheduled check and a search by Probation Officers revealed a loaded Berretta Firearm and ½ box of ammunition. Both were charged accordingly. Due to both requiring medical clearance, the other checks were rescheduled to a future date TBD by Probation officials.

MONTHLY ARREST LOG:

Male	Battery - Domestic Violence by Strangulation	4617	El Mar Drive
Female	Battery - Domestic Violence	1	Commercial Blvd
Male	Breach of the Peace	4500	N Ocean Drive
Male	Warrant Arrest - Grand Theft > \$20,000 - No Bond	3900	Galt Ocean Dr
Male	Warrant Arrest - Petty Theft, 1st Offense	5200	N Ocean Blvd
Male	Warrant - Probation Violation or Community Control	4109	N Ocean Drive
Male	Resist Officer - Obstruct by false Name	4340	Seagrape Drive
Male	Trespass/Structure of Conveyance	1650	S Ocean Blvd

CRIME STATISTICS:

CRIME	CURRENT MONTH	PRIOR MONTH	2015 YTD	2016 YTD
AUTO THEFT	0	1	3	5
BURGLARY-BUSINESS	0	0	2	0
BURGLARY-CONVEYANCE	3	9	21	28
BURGLARY-RESIDENCE	1	1	27	5
FORCIBLE SEX	1	0	0	1
ASSAULT-AGGRAVATED	0	0	5	1
HOMICIDE	0	0	0	0
ROBBERY	0	1	4	2
THEFT-GRAND	3	3	14	18
THEFT-PETIT	2	1	24	13
TOTALS	10	16	100	73

CITIZEN OBSERVER PATROL STATISTICAL SUMMARY:

COP Activity	Total
Number of Volunteers	30
COP Hours Worked - Month	118
COP Patrol Miles - Month	167
COP Hours Worked - YTD	1,736
COP Patrol Miles - YTD	2,752

COP Bike Patrol Hours - Month	6
COP Bike Patrol Hours - YTD	122

COP Beach Patrol Hours – Month	12
COP Beach Patrol Hours - YTD	285

RESERVE DEPUTY ASSISTANCE: Reserve Deputies are part-time, fully-sworn deputies who provide supplemental staffing to LBTS, when available, at NO cost to the Town.

	Month	2016 YTD
Reserve Deputy - Days Worked	9	43
Reserve Deputy - Hours Worked	70	326

MONTHLY STAFFING AND STATISTICAL REPORT:

The August 2016 Monthly Staffing and Statistical Report is attached.



Lauderdale by the Sea Monthly Activity August 2016

Reports/Calls	
Miscellaneous Service	
Event Reports	41
Accidents	9
Calls for Service	710

Traffic	
Types of Citation	
Non-Moving / Moving Citation	57
Parking	0
Warnings	25
Total Citations	82

Arrests	
Type of Arrest	
Felony	1
Misdemeanor	3
NTA	0
Capias/Warrant	0
Traffic	1
DUI	0
DV Misdemeanor	1
DV Felony	0
NIC	1
Total Arrests	7

Time Worked	
Hours Worked	
Bike Patrol	30
Court Overtime	27
Training	206
Detached	26
Other Overtime	42.5
Days Worked	31

General	
FI	31
Truant	0
Truant Debriefed	0
Elder Link	0

Narrative
ATV: 242 Miles / 38 Hours Reserve Deputy worked 9 Days (70 hrs)



MONTHLY STAFFING AND STATISTICAL REPORT LAUDERDALE-BY-THE-SEA DISTRICT

August 31, 2016

CURRENT STAFFING ALLOCATIONS

Position	Budgeted Positions	Actual Positions	Vacant Positions
District Chief	1	1	
Executive Lieutenant	1	1	
Sergeant	3	3	
Deputy Sheriff	19	18	1
Community Service Aide	1	1	
Administrative Specialist	1	1	
Clerical Specialist (P/T)	2	1	1
TOTAL	28	26	2

PERSONNEL ON LIGHT DUTY, PROMOTED, TRANSFERRED, ETC.

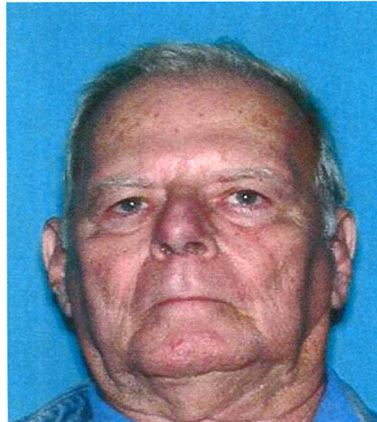
Name	CCN	Status	Circumstances
Deputy Joseph Williams	15271	FMLA	Approved Leave

DETACHED PERSONNEL / LOCATION

Name	CCN	Detached To	Reason	Hours
Sergeant Peter LaGana	9411	Human Resources	Interview Board	8
Detective Brann Redl	10365	MAGTF	Gang Sweep	8
Detective Brann Redl	10365	ICJS	Adjunct Trn	8
TOTAL				24



LAUDERDALE-BY-THE-SEA DISTRICT
SEX OFFENDERS



Palmer, John

05/26/1932

1500 South Ocean Drive; Apt #
1502

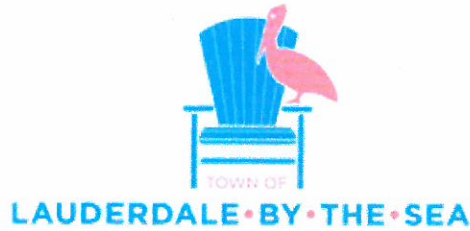
Lauderdale-by-the-Sea, Fla. 33062

Criminal History:

**Computer Pornography - Attempt to
Entice and Coerce an Individual under
18 years of age to engage in sexual act.**

Current as of:

September 2, 2016



Agenda Item Memorandum

LBTS Volunteer Fire Dept.

Department

Judson Hopping

Department Director

COMMISSION MEETING DATE – 6:30 PM	Deadline to Town Clerk
<input checked="" type="checkbox"/> Sept. 12 th – Regular Meeting 6:30 PM	August 26 th

**Subject to Change*

- | | | | |
|---------------------------------------|---|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Presentation | <input checked="" type="checkbox"/> Reports | <input type="checkbox"/> Consent | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Quasi-Judicial | <input type="checkbox"/> Old Business | <input type="checkbox"/> New Business |

☐ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: Monthly Activity Report – July 2016

EXHIBITS: Chief's Overview
 Summary Report
 Active Members Roster
 Activity Report
 Unit Response Time



Lauderdale-By-The-Sea Volunteer Fire Department

Overview

During the month of July 2016, the Volunteer Fire Department attended the Broward County Fire Chief's association monthly meeting. The fire department also continued its focus on fire prevention for high-rise buildings and commercial properties. One hundred, and three multi-family structures, vacation homes, and commercial properties received their annual fire inspection, and two re-inspections. There was one complaint received during the month of July that has been addressed.

Responses:

The Volunteer Fire Department responded to 35 fire rescue calls within the limits of our contract.

- Of the 35 fire rescue calls received, there were 15 fire alarms, 5 possible drowning, 1 electrical/utility fire, 2 vehicle accidents, 1 vehicle fire, 2 HazMat, 5 elevator rescues, and 4 classified as "other" fires.
- There were 116 emergency 911 medical calls for July 2016. The department was dispatched to 13 of those calls, of which 4 were cancelled by the Chief on Duty or Med12. The department assisted Med12 on 9 of the medical calls.

Training:

The Volunteer Fire Department has 24 regular in-town members, and 27 associate out of town members for a total of 51 active members.

The fire department held 10 fire drills, 1 beach drill, and 4 outside training consisting of the following:

- 336 Hrs – Fire Fighter skills
- 60 Hrs – American Red Cross Lifeguard recertification class
- 46 Hrs – Permit Inspections with the Fire Marshal
- 48 Hrs – Testing all ground ladders
- 5 Hrs – Safe Kids Car Seat Program
-

A total of 495+ hours were spent in the month of July on training.

In closing, the Volunteer Fire Department will continue to improve and increase fire department members training, as required by ISO and newly established state training curriculums.

Respectfully,

A handwritten signature in blue ink, appearing to read "Judson Hopping".

Judson Hopping,
Fire Chief



Town of Lauderdale-By-The-Sea Fire Department Monthly Report July 2016

	Regular In-town	Associate Out of Town
Active Member	24	27
Fire 1 non-certified	0	0
Fire 1 Certified	7	1
Fire II Certified	17	26
EMT-B (FL)	6	11
Paramedic (FL)	8	13

Emergency Calls

Fire/Rescue	35
Total Medical 911 calls	116
Medical calls V.F.D. Not Dispatched	103
Medical calls V.F.D. Dispatched	13
Medical calls Canceled by COD/M12	4
Medical calls V.F.D. Assisted	9

Training

495+ Total Hrs

Fire Drills	10
Ocean Rescue Training	1
Outside Specialty Training	4

Ocean Rescue Patrol

183+ Total Hrs.

Station Watch/Community Service

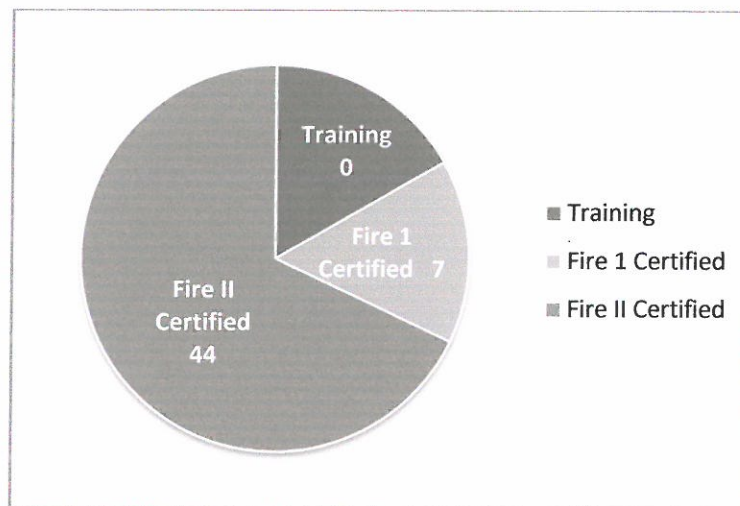
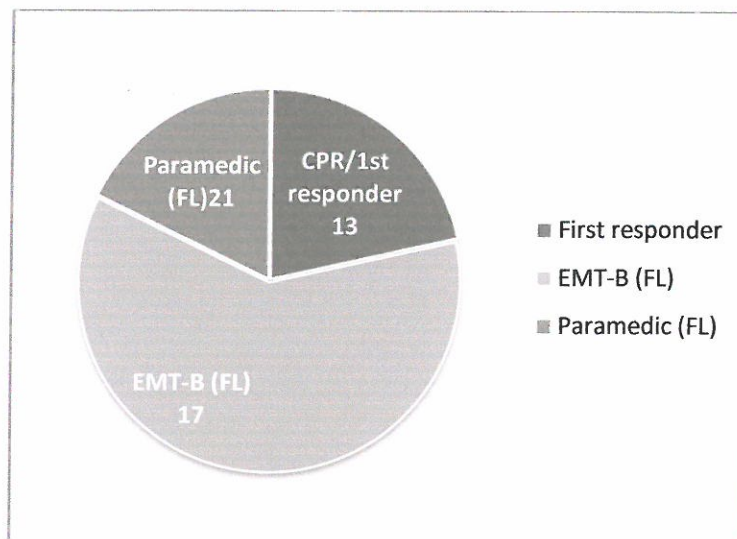
2,643.25+ Total Hrs.

Firefighters	1,686.5+ Hrs
4 th of July Community Service	212.75 Hrs
Chief on Duty/Command	744 Hrs



Town of Lauderdale-By-The-Sea Fire Department Monthly Report July 2016

		Non Certified	FF I	FF II	CPR/1 st Responder	EMT-B	Paramedic
		0	6	18	10	6	8
		0%	23%	12%	20%	10%	5%
Regular	24						
		0	1	26	3	11	13
		0%	0%	37%	2%	23%	11%
Associates	27						
Total	51	0	7	44	13	17	21



LBTS Volunteer Fire Department - July 2016, Active Roster

Last Name	First Name	LBTS FF No.	Membership	Town Resident	Rank	Fire Cert	EMS Certification	MTD Calls	YTD Calls
Arley	Joseph	6007	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	0	13
Aubrey	Keith	163	Regular Member		Firefighter	Firefighter II	CPR for healthcare provider	15	35
Boneta	Marisa	705	Associate Member		Firefighter	Firefighter I	CPR for healthcare provider	0	13
Boniello	Anthony	153	Regular Member		Firefighter	Firefighter II	EMT-B (FL)	0	70
Brody	Brandon	6008	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	5	32
Buehrer	Ross	718	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	3	17
Caggiano	Andrew	747	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	3	20
Caldwell	Jack	6012	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	7	17
Casanova	Philip	5031	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	2	26
Chase	Gordon	110	Regular Member		Lieutenant	Firefighter I	CPR for healthcare provider	8	36
Conn	Mark	004	Regular Member	*	Firefighter	Firefighter I	CPR for healthcare provider	26	122
Daake	James	6002	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	7	65
Diaz	Rafael	6004	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	5	23
DiBucci	Thomas	6010	Associate Member		Firefighter	Firefighter II	CPR for healthcare provider	26	51
Duskin	Michael	750	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	5	20
Edouard	Myriam	708	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	4	26
Glick	Brandon	6009	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	6	12
Gonzalez	Lester	5032	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	5	30
Gorrin	Ricardo	5026	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	4	30
Goyochea	Danilo	128	Regular Member		Firefighter	Firefighter II	EMT-B (FL)	31	208
Hamilton	Jonathan	6003	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	14	64
Hernandez	Sasha	6013	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	4	12
Hershman	Andrew	160	Regular Member	*	Trainee	Firefighter I	CPR for healthcare provider	21	89
Hopping	Judson	054	Regular Member		Fire Chief	Firefighter II - D/E	EMT-B (FL)	15	120
Johnson	Kenneth	123	Regular Member	*	Firefighter	Firefighter I	CPR for healthcare provider	35	308
Kane	Mark	155	Regular Member		Firefighter	Firefighter II	Paramedic (FL)	12	122
Karley	Robert	101	Regular Member	*	Firefighter	Firefighter II - D/E	CPR for healthcare provider	32	307
Louvaris	Brittany	093	Regular Member		Lieutenant	Firefighter II - D/E	Paramedic (FL)	26	156
Louvaris	John	078	Regular Member		Deputy Chief	Firefighter II-D/E - Officer I	CPR for healthcare provider	34	302
Louvaris, II	John	124	Regular Member		Firefighter	Firefighter I	Paramedic (FL)	9	112
McGirr	Ron	011	Regular Member	*	Firefighter	Firefighter I	CPR for healthcare provider	30	249
Meyers	Edoardo	161	Regular Member	*	Firefighter	Firefighter II	EMT-B (FL)	10	60
Oramas	Angel	612	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	4	17
Padden	Joseph	012	Regular Member		Firefighter	Firefighter II-D/E	EMT-B (FL)	10	93
Paine	Riley	704	Regular Member		Battalion Chief	Firefighter II-D/E - Officer I	Paramedic (FL)	17	121

Last Name	First Name	LBTS FF No.	Membership	Town Resident	Rank	Fire Cert	EMS Certification	MTD Calls	YTD Calls
Paine	Stephen	140	Regular Member		Fire Marshal	Firefighter II	EMT-B (FL)	11	126
Patrick	Joshua	6014	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	6	11
Patterson	Michelle	531	Regular Member	*	Firefighter	Firefighter II - D/E	Paramedic (FL)	5	107
Perez	Michael	5036	Associate Member		Firefighter	Firefighter II	CPR for healthcare provider	0	22
Rene	Vladimir	6015	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	6	13
Renneisen	Adam	141	Regular Member		Firefighter	Firefighter II - D/E	Paramedic (FL)	18	171
Ritchey	Dylan	6000	Regular Member		Firefighter	Firefighter II	CPR for healthcare provider	10	70
Ryckewaert	Robert	757	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	3	26
Shaver	Kevin	6006	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	6	28
Silverstone	Jim	25	Regular Member	*	Firefighter	Firefighter II	CPR for healthcare provider	11	99
Suriano	Max	542	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	7	52
Valentine	Alfredo	150	Associate Member		Firefighter	Firefighter II	Paramedic (FL)	3	29
Vogel	Richard	130	Regular Member		Firefighter	Firefighter II	Paramedic (FL)	14	30
Walde	Richard	741	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	1	16
Wetherington	Chris	159	Regular Member		Firefighter	Firefighter II	Paramedic (FL)	6	68
Wolfrom	Kevin	6011	Associate Member		Firefighter	Firefighter II	EMT-B (FL)	5	12

Monthly Activity Report - July 2016					
Date	Fire/Rescue Calls	Event Description	Start Time	End Time	No. of FF
01-Jul-16	220 Basin Avenue	HazMat	11:39:00 AM	12:03:00 PM	5
01-Jul-16	230 Marine Court	Fire other - oil spill	8:21:00 PM	8:28:00 PM	7
02-Jul-16	5450 N. Ocean Blvd.	Fire alarm	7:00:00 PM	7:20:00 PM	12
02-Jul-16	1800 S. Ocean Blvd.	Elevator rescue	8:51:00 PM	9:24:00 PM	12
02-Jul-16	4553 Bougainvillea Dr.	Vehicle fire	11:45:00 PM	12:04:00 AM	12
03-Jul-16	1800 S. Ocean Blvd.	Elevator rescue	11:31:00 AM	12:12:00 PM	12
04-Jul-16	4245 El Mar Drive	Elevator rescue	10:37:00 AM	10:47:00 AM	25
04-Jul-16	4245 El Mar Drive	Elevator rescue	10:57:00 AM	11:04:00 AM	25
04-Jul-16	Pine & N. Ocean	Traffic accident	5:17:00 PM	5:30:00 PM	20
04-Jul-16	4900 N. Ocean Drive	Fire alarm	10:19:00 PM	10:50:00 PM	14
06-Jul-16	4400 El Mar Drive	Fire other - dog locked in car	4:59:00 PM	5:04:00 PM	14
06-Jul-16	Commercial Blvd.	Fire other - garbage fire in Aruba	10:18:00 PM	10:33:00 PM	11
07-Jul-16	6000 N. Ocean Blvd.	Fire alarm	10:50:00 AM	11:12:00 AM	10
09-Jul-16	1600 S. Ocean Blvd.	Fire alarm	1:36:00 PM	1:53:00 PM	15
09-Jul-16	1600 South Ocean	Fire alarm	7:27:00 PM	7:41:00 PM	12
12-Jul-16	5000 N. Ocean Blvd.	Elevator rescue	11:38:00 AM	12:02:00 PM	14
12-Jul-16	5100 North Ocean	Fire alarm	11:12:00 PM	11:38:00 PM	11
14-Jul-16	218 Commercial Blvd.	Fire alarm	12:12:00 PM	12:25:00 PM	15
15-Jul-16	271 South Tradewinds	Utility/electrical fire	12:54:00 PM	1:44:00 PM	11
15-Jul-16	5100 N. Ocean Blvd.	Fire alarm	1:24:00 PM	1:35:00 PM	14
15-Jul-16	5100 N. Ocean Drive	Fire alarm	6:21:00 PM	7:14:00 PM	11
16-Jul-16	1700 S. Ocean Blvd.	Fire alarm	9:22:00 AM	9:39:00 AM	15
17-Jul-16	1461 S. Ocean Blvd.	Fire alarm	11:57:00 PM	12:13:00 AM	8
19-Jul-16	4900 N. Ocean Blvd.	Fire alarm	8:34:00 PM	8:54:00 PM	17
19-Jul-16	4900 N. Ocean Blvd.	Fire alarm	9:28:00 PM	9:31:00 PM	15
21-Jul-16	4300 El Mar Drive	Possible drowning	12:53:00 PM	12:58:00 PM	13
21-Jul-16	4300 El Mar Drive	Possible drowning	1:41:00 PM	1:43:00 PM	10
22-Jul-16	3900 N. Ocean Drive	Fire other - broken water pipe	5:52:00 AM	6:08:00 AM	11
23-Jul-16	5400 North Ocean	Vehicle accident	8:15:00 AM	9:18:00 AM	15
25-Jul-16	1600 E. Terra Mar Dr.	HazMat - broken gas line	8:29:00 AM	10:05:00 AM	9
25-Jul-16	2021 Waters Edge	Fire alarm	9:59:00 AM	10:13:00 AM	11
26-Jul-16	6000 N. Ocean Blvd.	Possible drowning	7:14:00 PM	7:27:00 PM	9
28-Jul-16	1461 S. Ocean Blvd.	Fire alarm	1:51:00 PM	2:03:00 PM	13
30-Jul-16	1480 S. Ocean Blvd.	Possible drowning	8:03:00 PM	8:27:00 PM	12
31-Jul-16	1800 S. Ocean Blvd.	Possible drowning	3:03:00 PM	3:26:00 PM	10
Total Calls			35		

Date	1st Responder Calls	Event Description	Start Time	End Time	No. of FF
03-Jul-16	Commercial Blvd.	medical, BP12 assisted M12	2:25:00 PM	2:53:00 PM	3
10-Jul-16	Commercial Blvd.	medical, BP12 assisted M12	8:49:00 AM	9:06:00 AM	4
10-Jul-16	Commercial Blvd.	medical, BP12 assisted M12	11:18:00 AM	11:24:00 AM	3
14-Jul-16	North Tradewinds	medical, E12 canceled by B12	11:59:00 PM	1:30:00 PM	4
16-Jul-16	Pine Avenue	medical, E12 assisted M12	4:16:00 PM	4:43:00 PM	9
22-Jul-16	South Ocean	medical, E12 canceled by M12	10:26:00 AM	10:31:00 AM	5
23-Jul-16	Commercial Blvd.	medical, E12 canceled by B12	2:26:00 PM	3:32:00 PM	7
24-Jul-16	South Ocean	medical, B12 assisted M12	1:53:00 PM	2:52:00 PM	10
24-Jul-16	Commercial Blvd.	medical, E12 assisted M12	2:07:00 PM	2:59:00 PM	10
24-Jul-16	North Ocean Blvd.	medical, E12 assisted M12 wash down	5:52:00 PM	6:35:00 PM	8
25-Jul-16	El Mar Drive	medical, E12 assisted M12	8:37:00 PM	9:42:00 PM	13
31-Jul-16	Commercial Blvd.	medical, E12 canceled by M12	3:25:00 PM	3:33:00 PM	10
31-Jul-16	El Mar Drive	medical, BP312 assisted M12	3:30:00 PM	4:19:00 PM	10
Total Calls			13		

Date	Public Service	Event Description	Start Time	End Time	No. of FF
01-Jul-16	Station 12	Station tour (21)children & (5) adults from Pompano Parks & Recreation	10:00:00 AM	11:30:00 AM	4
01-Jul-16	Station 12	Installed a rear facing car seat	12:00:00 PM	1:00:00 PM	1
05-Jul-16	Station 12	Installed a forward facing car seat	1:00:00 PM	2:00:00 PM	1
06-Jul-16	Station 12	station tour; visitors from Texas	6:15:00 PM	6:45:00 PM	2
07-Jul-16	4140 North Ocean	Changed out batteris for smoke detectors- resident	2:00:00 PM	3:00:00 PM	4
11-Jul-16	Cabana Bay Village	Installed a rear facing car seat	10:30:00 AM	12:00:00 PM	1
24-Jul-16	Station 12	Install a forward facing car seat	3:50:00 PM	4:50:00 PM	1
22-Jul-16	1431 S. Ocean Blvd.	TAC survery - complaint; fire standpipe system, boat dock, low hanging utility lines	12:30:00 PM	1:30:00 PM	4
22-Jul-16	6002 N. Ocean Drive	Fire Safety class @ Sea Watch Restaurant	3:00:00 PM	4:00:00 PM	2
22-Jul-16	Ocean Mist	Assisted DLE with keys locked in vehicle	8:35:00 PM	9:00:00 PM	1
24-Jul-16	Station 12	Installed a rear facing car seat	2:45:00 PM	3:45:00 PM	1
29-Jul-16	4300 N. Ocean	SQ12 Areal ops; watered new parking lot	3:30:00 PM	5:00:00 PM	4

Date	Drill/Training	Event Description	Start Time	End Time	No. of FF
02-Jul-16	Station 12	Truck maintenance - 4th of July	9:00:00 AM	1:00:00 PM	5
07-Jul-16	Station 12	Engine company ops; forward lay 5" and 1 3/4 front	6:00:00 PM	10:00:00 PM	6
09-Jul-16	Beach	Lifeguard - practical final	8:00:00 AM	2:30:00 PM	9
14-Jul-16	4510 El Mar Drive	Final Fire Permit Inspection @ Villas by the Sea, Bldg. D	10:00:00 AM	3:00:00 PM	5
14-Jul-16	Station 12	Hand tools, forcible entry door & extrication tools	6:00:00 PM	10:00:00 PM	6
15-Jul-16	4510 El Mar Drive	Final Fire Permit Inspection @ Villas by the Sea, Bldg. D	9:30:00 AM	1:00:00 PM	6
16-Jul-16	3501 Johnson Street, Hollywood	Attended "Safe Kids Broward Seat" event @ Memorial Regional Hospital	9:30:00 AM	2:30:00 PM	1
16-Jul-16	Station 12	SCBA training; hose attack & small tools	8:00:00 AM	12:00:00 PM	8
18-Jul-16	Station 12	Engine company & truck ops	6:00:00 PM	10:00:00 PM	9
21-Jul-16	Station 12	Engine & Squirt company ops	6:00:00 PM	10:00:00 PM	12
23-Jul-16	Station 12	Hose testing new 5" and 2 1/2"	9:00:00 AM	12:00:00 PM	7
25-Jul-16	Station 12	MVA extrication & EMS care	6:00:00 PM	10:00:00 PM	11
28-Jul-16	4116 N. Ocean Drive	Test all ground ladders; TL12	8:30:00 AM	4:30:00 PM	6
28-Jul-16	4116 N. Ocean Drive	Hose testing 350' - 2 1/2 and the Bie 2	6:00:00 PM	10:00:00 PM	11
30-Jul-16	Station 12	Hose deployment	8:30:00 AM	12:30:00 PM	9

Date	Ocean Rescue Patrol	Event Description	Start Time	End Time	No. of FF
06-Jul-16	Beach	Ocean rescue patrol	11:00:00 AM	3:00:00 PM	2
09-Jul-16	Beach	Ocean rescue patrol	2:50:00 PM	4:50:00 PM	2
10-Jul-16	Beach	Ocean rescue patrol	11:00:00 AM	2:00:00 PM	2
10-Jul-16	Beach	Ocean rescue patrol	2:00:00 PM	6:00:00 PM	2
11-Jul-16	Beach	ocean rescue patrol	10:00:00 AM	3:00:00 PM	2
11-Jul-16	Beach	Ocean rescue patrol	11:00:00 AM	1:00:00 PM	2
11-Jul-16	Beach	Ocean rescue patrol	1:30:00 PM	3:30:00 PM	2
12-Jul-16	Beach	Ocean rescue patrol	12:00:00 PM	3:00:00 PM	2
13-Jul-16	Beach	Ocean rescue patrol	10:00:00 AM	2:00:00 PM	2
15-Jul-16	Beach	Ocean rescue patrol	10:00:00 AM	2:00:00 PM	2
18-Jul-16	Beach	Ocean rescue patrol	11:00:00 AM	4:00:00 PM	2
18-Jul-16	Beach	Ocean rescue patrol	11:30:00 AM	3:00:00 PM	2
19-Jul-16	Beach	Ocean rescue patrol	10:30:00 AM	3:00:00 PM	2
19-Jul-16	Beach	Ocean rescue patrol	12:00:00 PM	3:00:00 PM	2
20-Jul-16	Beach	Ocean rescue patrol	10:30:00 AM	2:15:00 PM	2
20-Jul-16	Beach	Ocean rescue patrol	1:00:00 PM	1:30:00 PM	2
21-Jul-16	Beach	Ocean rescue patrol	12:00:00 PM	1:00:00 PM	2
23-Jul-16	Beach	Ocean rescue patrol	12:15:00 PM	3:15:00 PM	2
25-Jul-16	Beach	Ocean rescue patrol	10:30:00 AM	3:00:00 PM	2
25-Jul-16	Beach	Ocean rescue patrol	1:30:00 PM	6:00:00 PM	2
26-Jul-16	Beach	Ocean rescue patrol	11:00:00 AM	2:30:00 PM	2
27-Jul-16	Beach	Ocean rescue patrol	11:30:00 AM	12:30:00 PM	2
27-Jul-16	Beach	Ocean rescue patrol	1:00:00 PM	2:00:00 PM	2
30-Jul-16	Beach	Ocean rescue patrol	12:00:00 PM	4:00:00 PM	4

*Ocean Rescue patrol consist of checking poles/life rings, educating public on flags, rips currents & any fire related issued near or on the beach.

Unit Response Time 3-Month Average

Jul-16

Apparatus	Engine 12	Engine 212	Squirt 12	Batt. Chief12	Chief 12
Call Count	46	10	2	45	2
Response Time	0:04:59	0:06:28	0:04:10	0:03:33	0:02:11

Average response time for first engine out :

4:13

Jun-16

Apparatus	Engine 12	Engine 212	Squirt 12	Batt. Chief12	Deputy 12
Call Count	28	2	0	28	1
Response Time	0:05:53	0:08:28	0:00:00	0:04:51	0:00:13

Average response time for first engine out :

4:13

May-16

Apparatus	Engine 12	Engine 212	Squirt 12	Batt. Chief12
Call Count	42	8	0	44
Response Time	0:06:00	0:04:01	0:00:00	0:03:39

Average response time for first engine out :

4:44



Agenda Memorandum

AMR

Brooke Liddle
Chief

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Reports

☐ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: AMR July & August 2016 Reports

Exhibits: 1. July 2016 Report
2. August 2016 Report

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Date	LOCATION	DISPATCHED	ENROUTE	ON.SCENE	RESPONSE TIME
7/2/2016	3900 Blk N Ocean	08:17:29	08:18:15	08:21:16	00:03:47
7/2/2016	4300 Blk N Ocean	11:19:05	11:19:48	11:22:11	00:03:06
7/2/2016	Commercial @ Ocean	12:12:23	12:13:25	12:16:15	00:03:52
7/2/2016	Commercial @ W Trade winds	12:12:32	12:12:32	12:13:00	00:00:28
7/2/2016	5400 Blk N Ocean	19:01:37	19:03:04	19:03:33	00:01:56
7/3/2016	0 Blk Commercial	14:25:24	14:26:03	14:27:54	00:02:30
7/4/2016	4500 Blk W Trade winds	17:53:54	17:54:30	17:57:47	00:03:53
7/4/2016	Datura @ El Mar	20:51:57	20:52:34	20:54:02	00:02:05
7/4/2016	4200 Blk N Ocean	22:44:58	22:45:53	22:48:48	00:03:50
7/5/2016	Ocean @ Palm	01:45:31	01:47:05	01:50:06	00:04:35
7/5/2016	1500 Blk S Ocean	19:28:03	19:29:12	19:32:51	00:04:48
7/6/2016	4200 Blk N Ocean	15:31:38	15:32:03	15:35:26	00:03:48
7/6/2016	4400 Blk El Mar	16:59:37	00:17:01	17:02:22	00:02:45
7/6/2016	200 Blk Commercial	17:31:06	17:31:26	17:34:30	00:03:24
7/6/2016	1400 Blk S Ocean	19:54:14	19:54:37	20:00:09	00:05:55
7/6/2016	5100 Blk N Ocean	22:06:07	22:03:30	22:10:07	00:04:00
7/7/2016	1700 Blk S Ocean	15:55:23	15:56:20	15:59:42	00:04:19
7/8/2016	2000 Blk Waters Edge	15:37:18	15:37:51	15:41:33	00:04:15
7/8/2016	1500 Blk S Ocean	18:47:46	18:48:34	18:51:03	00:03:17
7/8/2016	200 Blk Commercial	22:41:23	22:42:44	22:42:00	00:00:37
7/9/2016	200 Blk Neptune	04:59:50	05:00:56	05:05:48	00:05:58
7/9/2016	1400 Blk S Ocean	11:12:49	11:13:27	11:18:02	00:05:13
7/9/2016	5200 Blk N Ocean	13:45:35	13:46:15	13:49:44	00:04:09
7/10/2016	Commercial @ Ocean	8:49:06	08:49:38	08:49:41	00:00:35
7/10/2016	0 Blk Commercial	11:18:12	11:18:47	11:22:22	00:04:10
7/10/2016	4500 Blk N Ocean	19:45:09	19:45:38	19:47:05	00:01:56
7/10/2016	0 Blk Commercial	19:53:04	19:53:04	19:57:02	00:03:58
7/11/2016	5000 Blk N Ocean	04:37:23	04:38:18	04:41:30	00:04:07
7/11/2016	4300 Blk El Mar	17:49:33	17:50:21	17:53:23	00:03:50

7/12/2016	4500 Blk N Ocean	13:18:55	13:18:55	13:18:58	00:00:03
7/13/2016	200 Blk Neptune	1:59:06	01:59:25	02:04:38	00:05:32
7/13/2016	4600 Blk N Ocean	23:46:12	23:47:18	23:50:54	00:04:42
7/14/2016	200 Blk Allenwood	09:47:48	09:48:42	09:52:39	00:04:51
7/14/2016	3900 Blk N Ocean	11:06:56	11:07:36	11:10:39	00:03:43
7/14/2016	200 Blk North Trade winds	00:00:01	00:01:06	00:05:38	00:05:37
7/15/2016	4300 Blk N Ocean	17:44:02	17:44:30	17:48:57	00:04:55
7/16/2016	4200 Blk N Ocean	15:33:39	15:34:42	15:41:32	00:07:53
7/16/2016	4300 Blk Bougainvilla	15:57:16	15:57:16	15:57:29	00:00:13
7/16/2016	200 Blk Pine	16:17:27	16:17:30	16:20:44	00:03:17
7/17/2016	1800 Blk S Ocean	04:31:18	04:32:34	04:36:11	00:04:53
7/17/2016	200 Blk Commercial	13:11:26	13:12:26	13:15:28	00:04:02
7/18/2016	1800 Blk S Ocean	12:08:30	12:09:09	12:12:58	00:04:28
7/19/2016	4100 Blk El Mar	01:30:15	01:30:55	01:35:15	00:05:00
7/19/2016	4300 Blk East Trade winds	10:14:04	10:14:42	10:17:32	00:03:28
7/19/2016	0 Blk Commercial	14:29:28	14:30:11	14:32:39	00:03:11
7/20/2016	5000 Blk N Ocean	07:52:26	07:53:32	07:55:15	00:02:49
7/20/2016	2000 Blk Ocean Mist	12:04:54	12:05:39	12:09:21	00:04:27
7/21/2016	5000 Blk N Ocean	00:54:04	00:54:40	00:58:17	00:04:13
7/21/2016	4100 Blk Bougainvilla	08:48:11	08:48:57		Cancelled
7/21/2016	4300 Blk El Mar	12:53:35	12:54:11	12:56:15	00:02:40
7/21/2016	4300 Blk El Mar	13:41:01	12:41:59		Cancelled
7/22/2016	3900 Blk N Ocean	05:52:04	05:52:04	05:58:31	00:06:27
7/22/2016	1400 Blk S Ocean	10:27:44	10:27:57	10:31:44	00:04:00
7/22/2016	4600 Blk Poinciana	10:32:53	10:33:29	10:35:42	00:02:49
7/22/2016	200 Blk Commercial	20:42:20	20:45:53	20:45:55	00:03:35
7/22/2016	4900 Blk N Ocean	22:18:21	22:19:27	22:22:29	00:04:08
7/23/2016	4600 Blk Poinciana	07:35:05	07:36:51	07:39:15	00:04:10
7/23/2016	5400 Blk N Ocean	08:15:59	08:17:37	08:18:28	00:02:29
7/23/2016	4200 Blk El Mar	11:20:21	11:20:57	11:23:29	00:03:08

7/23/2016	4200 Blk N Ocean	14:20:29	14:21:20	14:24:18	00:03:49
7/23/2016	0 Blk Commercial	14:26:27	17:27:03	14:28:09	00:01:42
7/24/2016	N Ocean @ Gatehouse	12:39:30	12:40:39	12:43:48	00:04:18
7/24/2016	1900 Blk S Ocean	13:53:46	13:55:13	13:58:31	00:04:45
7/24/2016	200 Blk Commercial	14:07:05	14:07:05	14:11:46	00:04:41
7/24/2016	4100 Blk Bougainvilla	15:16:57	15:18:39	15:21:06	00:04:09
7/24/2016	4900 Blk N Ocean	17:53:03	17:53:52	17:57:58	00:04:55
7/25/2016	1600 Blk East Terra Mar	08:41:51	08:41:56	8:46:09	00:04:18
7/25/2016	200 Blk Marine	11:52:34	11:52:57	11:57:03	00:04:29
7/25/2016	4300 Blk El Mar	20:37:18	20:37:53	20:38:50	00:01:32
7/26/2016	5500 Blk N Ocean	09:06:49	09:07:29	9:10:46	00:03:57
7/26/2016	4600 Blk Poinciana	16:34:16	16:35:22	16:37:37	00:03:21
7/26/2016	6000 Blk N Ocean	19:18:37	19:19:16	19:22:54	00:04:17
7/28/2016	6000 Blk N Ocean	09:31:09	09:31:48	9:34:32	00:03:23
7/28/2016	4100 Blk Bougainvilla	15:34:50	15:35:36	15:38:45	00:03:55
7/29/2016	200 Blk Hibiscus	13:37:41	13:38:45	13:41:51	00:04:10
7/29/2016	4500 Blk N Ocean	22:40:27	22:40:27	22:40:30	00:00:03
7/30/2016	1400 Blk S Ocean	20:03:06	20:03:39	20:07:34	00:04:28
7/30/2016	4200 Blk El Mar	20:53:35	20:54:17	20:55:29	00:01:54
7/31/2016	100 Blk Commercial Blvd	15:31:24	15:31:24	15:33:13	00:01:49
7/31/2016	200 Codrington Dr	23:37:00	23:37:37	23:40:52	00:03:52
7/31/2016	1800 Blk S Ocean	15:07:07	15:07:42	15:08:03	00:00:56

Average =

00:03:38

6 Min or less =

99%

Response Date	Address	Received	Dispatched	Enroute	On Scene	Response Time
8/1/2016	1400 block S Ocean Blvd	21:26:52	21:27:08	21:27:13	21:29:07	0:02:15
8/1/2016	5000 block N Ocean Blvd	07:09:01	7:09:06	7:10:07	7:12:50	0:03:49
8/1/2016	Commercial Blvd / El Mar Dr	11:30:37	11:30:47	11:30:51	11:31:05	0:00:28
8/4/2016	5100 block N Ocean Blvd	16:52:21	16:52:34	16:53:32	16:53:35	0:01:14
8/5/2016	4900 block N Ocean Blvd	12:53:13	12:53:18	12:53:32	12:58:44	0:05:31
8/5/2016	4400 block El Mar Dr	00:37:39	00:37:49	00:37:58	00:41:43	0:04:04
8/6/2016	5400 block N Ocean Blvd	08:37:31	08:37:40	08:37:53	08:40:59	0:03:28
8/6/2016	100 block Commercial Blvd	16:41:30	16:41:35	16:41:46	16:43:34	0:02:04
8/7/2016	4500 block N Ocean Dr	15:14:46	15:15:59	15:16:04	15:17:12	0:02:26
8/8/2016	1400 block S Ocean Blvd	22:42:35	22:48:58	22:49:09	22:49:12	0:06:37
8/9/2016	3900 block N Ocean Dr	17:28:42	17:28:52	17:30:16	17:30:26	0:01:44
8/9/2016	1400 block S Ocean Blvd	00:14:55	00:15:01	00:15:12	00:19:31	0:04:36
8/10/2016	1800 block S Ocean Blvd	13:57:42	13:57:55	13:58:01	14:00:08	0:02:26
8/10/2016	Washingtonia Ave / N Ocean Dr	14:40:42	14:40:56	14:41:00	14:41:04	0:00:22
8/10/2016	100 block E Commercial Blvd	12:10:44	12:11:18	12:11:23	12:11:27	0:00:43
8/10/2016	100 block E Commercial Blvd	21:38:53	21:39:02	21:39:02		Cancel
8/10/2016	1600 block Bel-Air Ave	08:42:45	08:43:36	08:43:46	08:44:14	0:01:29
8/11/2016	3900 block N Ocean Dr	22:40:55	22:41:00	22:41:09	22:42:00	0:01:05
8/11/2016	3800 block S Circle Dr	17:18:15	17:33:49			Cancel
8/11/2016	N Ocean Dr / Commercial Blvd	07:38:48	07:39:07			Cancel
8/11/2016	100 block E Commercial Blvd	22:26:45	22:26:50	22:26:57	22:29:24	0:02:39
8/11/2016	100 block E Commercial Blvd	14:15:58	14:16:04	14:16:13	14:18:19	0:02:21
8/12/2016	5100 block N Ocean Blvd	15:54:18	15:55:02	15:55:06	15:56:05	0:01:47
8/12/2016	4600 block Poinciana St	21:08:07	21:08:17	21:08:39	21:11:24	0:03:17
8/13/2016	Commercial Blvd / N Ocean Dr	05:51:25	05:51:37			Cancel
8/13/2016	200 block Commercial Blvd	00:51:56	00:52:13	00:52:20	00:55:50	0:03:54
8/13/2016	COMMERICAL BLVD/ PONINCIANA ST	20:34:06	20:34:14	20:35:21	20:35:27	0:01:21
8/13/2016	1400 block S Ocean Blvd	04:41:23	04:41:39	04:41:39	4:43:43	0:02:20

8/13/2016	200 block Hibiscus Ave	02:19:07	02:19:16	02:19:16	2:23:31	0:04:24
8/14/2016	5200 block N Ocean Blvd	16:01:22	16:01:27	16:01:38	16:04:19	0:02:57
8/15/2016	100 block E Commercial Blvd	13:22:47	13:23:24	13:23:30	13:24:59	0:02:12
8/15/2016	4600 block Poinciana St	12:02:29	12:02:53	12:03:02	12:04:35	0:02:06
8/16/2016	4300 block N Ocean Dr	09:49:18	09:49:28	09:49:43	09:51:18	0:02:00
8/16/2016	4600 block Bougainvilla Dr	21:09:48	21:09:54	21:10:08	21:12:57	0:03:09
8/17/2016	4500 block N Ocean Dr	13:12:23	13:12:32	13:13:25	13:13:53	0:01:30
8/17/2016	5000 block N Ocean Blvd	01:46:13	01:46:19	01:46:45	01:49:04	0:02:51
8/17/2016	2100 block E Commercial Blvd	15:54:00	15:59:02			Cancel
8/17/2016	1500 block S Ocean Blvd	22:16:35	22:16:39	22:17:05	22:21:36	0:05:01
8/17/2016	1900 block S Ocean Blvd	09:30:23	09:30:38	09:30:52	09:32:17	0:01:54
8/18/2016	4600 block N Ocean Dr	20:52:17	20:52:25	20:52:39	20:54:23	0:02:06
8/18/2016	1400 block S Ocean Blvd	13:00:49	13:01:15	13:02:21	13:04:19	0:03:30
8/18/2016	5100 block N Ocean Blvd	02:12:44	02:13:09	02:13:23	02:16:24	0:03:40
8/18/2016	5000 block N Ocean Blvd	09:41:57	09:42:08	09:42:15	09:43:24	0:01:27
8/19/2016	5000 block N Ocean Blvd	16:40:04	16:40:08	16:40:47	16:42:12	0:02:08
8/19/2016	1400 block S Ocean Blvd	13:10:32	13:10:36	13:10:40	13:14:19	0:03:47
8/19/2016	200 block Commercial Blvd	19:27:31	19:27:36	19:28:09	19:31:09	0:03:38
8/19/2016	4900 block N Ocean Blvd	10:14:00	10:14:07	10:14:26	10:15:55	0:01:55
8/19/2016	200 block E Commercial Blvd	13:58:00	13:58:04	13:58:11	14:00:43	0:02:43
8/20/2016	4300 block N Ocean Dr	04:21:20	04:27:07	04:27:16	04:27:21	0:06:01
8/21/2016	200 block Bombay Ave	17:30:13	17:30:16	17:30:19	17:32:38	0:02:25
8/21/2016	4200 block N Ocean Dr	16:53:49	16:53:53	16:54:35	16:58:38	0:04:49
8/21/2016	1500 block S Ocean Blvd	07:59:53	08:02:35	08:02:44	8:04:47	0:04:54
8/22/2016	Commercial Blvd / Sea Grape Dr	21:45:23	21:45:39	21:45:48	21:49:51	0:04:28
8/22/2016	4500 block N Ocean Dr	16:14:41	16:14:56	16:15:00	16:17:05	0:02:24
8/22/2016	5400 block N Ocean Blvd	08:26:16	08:26:26	08:26:30	8:30:38	0:04:22
8/23/2016	4300 block El Mar Dr	11:13:19	11:13:30	11:13:34	11:17:46	0:04:27
8/23/2016	4300 block N Ocean Dr	00:27:08	00:27:19	00:27:34	0:31:16	0:04:08
8/25/2016	5100 block N Ocean Blvd	09:52:26	09:52:29	09:52:48	9:56:44	0:04:18

8/25/2016	4700 block N Ocean Dr	09:27:30	09:27:35			Cancel	
8/25/2016	4600 block Bougainvilla Dr	05:03:33	05:03:41	05:05:39	05:06:54		0:03:21
8/25/2016	4000 block N Ocean Dr	15:50:37	15:56:10	16:11:41	16:11:46		0:21:09
8/25/2016	5100 block N Ocean Blvd	23:18:53	23:18:58	23:19:04	23:22:10		0:03:17
8/26/2016	100 block E Commercial Blvd	18:37:44	18:38:04	18:38:12	18:40:12		0:02:28
8/26/2016	1600 block S Ocean Blvd	13:51:42	13:51:55	13:52:21	13:56:10		0:04:28
8/26/2016	4500 block N Ocean Dr	08:16:46	08:17:25	08:17:38	8:21:24		0:04:38
8/27/2016	100 block Commercial Blvd	19:00:37	19:00:54	19:01:27	19:06:01		0:05:24
8/27/2016	4400 block N Ocean Dr	20:50:08	20:50:23	20:50:38	20:52:00		0:01:52
8/27/2016	4600 block Poinciana St	14:49:02	14:50:37	14:50:48	14:50:57		0:01:55
8/27/2016	4500 block Bougainvilla Dr	09:34:10	09:34:19	9:35:10	9:38:10		0:04:00
8/28/2016	1700 block NW 13th Ct	9:36:25	09:36:25	9:37:42	9:39:51		0:03:26
8/28/2016	1400 block S Ocean Blvd	13:51:45	13:51:55	13:52:51	13:55:50		0:04:05
8/28/2016	5000 block N Ocean Blvd	10:31:59	10:36:25	10:36:33	10:36:37		0:04:38
8/29/2016	4900 block N Ocean Blvd	09:52:45	09:52:51	09:52:58	09:53:02		0:00:17
8/29/2016	1600 block S Ocean Blvd	06:31:28	06:31:37	06:32:21		Cancel	
6 Min or less = 98%				Average			0:03:19



Agenda Memorandum

Office of the Town Clerk

Tedra Allen
Town Clerk

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Reports

☒ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: Chamber of Commerce Welcome Center Monthly Statistics Report

EXPLANATION: The Chamber of Commerce has submitted its “Welcome Center” Monthly Reports for the months of July and August 2016

Exhibits:

1. July/August Activity Report
2. July/August Hours of Operation
3. July/August Profit & Loss Statement

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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File: T:\0 Agenda\AM Clerk.docx

LBTS Welcome Center

Activity Report

Periods: July



LAUDERDALE-BY-THE-SEA
CHAMBER OF COMMERCE

DATE	MONTH	CATEGORY	2016	2015	2014	# CHANGE
07/31/2016	July	Car Rental Inquiries	155	24	46	131
07/31/2016	July	Diving Inquires	101	100	31	1
07/31/2016	July	Hotel Accommodation Inquiries	2,279	3,073	84	-794
07/31/2016	July	Website Visits LBTS.com	11,130	12,771	9,492	-1641
07/31/2016	July	Visitor Guides Mailed	90	110	150	-20
07/31/2016	June	Walk-In Visitors	508	727	953	-219

LBTS Welcome Center

Activity Report Summary

Periods: Year to Date



LAUDERDALE-BY-THE-SEA
CHAMBER OF COMMERCE

	Category	2016	2015	Change
Year to Date	Car Rental Inquiries	1,168	189	979
	Diving Inquires	993	461	532
	Hotel Accommodation Inquiries	21,560	10,173	11387
	Website Visits LBTS.com	97,114	67,347	29767
	Visitor Guides Mailed	800	1,155	-355
	Walk-In Visitors	7,022	8,736	-1714

LBTS Welcome Center

Activity Report

Periods: August



LAUDERDALE-BY-THE-SEA
CHAMBER OF COMMERCE

DATE	MONTH	CATEGORY	2016	2015	2014	# CHANGE
08/31/2016	August	Car Rental Inquiries	13	32	27	-19
08/31/2016	August	Diving Inquires	11	109	19	-98
08/31/2016	August	Hotel Accommodation Inquiries	306	2,524	50	-2218
08/31/2016	August	Website Active Users of LBTS.com	2,186	2,974	9,843	-788
08/31/2016	August	Visitor Guides Mailed	60	90	85	-30
08/31/2016	August	Walk-In Visitors	470	714	825	-244

LBTS Welcome Center

Activity Report Summary

Periods: Year to Date



LAUDERDALE-BY-THE-SEA
CHAMBER OF COMMERCE

	Category	2016	2015	Change
Year to Date	Car Rental Inquiries	1,181	221	960
	Diving Inquires	1,004	570	434
	Hotel Accommodation Inquiries	21,866	12,697	9169
	Website Active Users of LBTS.com	24,563	29,262	-4699
	Visitor Guides Mailed	860	1,245	-385
	Walk-In Visitors	7,492	9,450	-1958

LBTS Welcome Center
Profit & Loss Statement
Periods: 3rd Quarter July

Report Prepared By:



	1st Quarter	2nd Quarter	July	August	September	2016
Income						
Bus Ticket Sales Income	\$2,330.00	\$ 2,340.00	\$ 590.00			\$5,260.00
Town LBTS Contribution	\$8,297.00	\$ 8,297.00	\$ 8,297.00			\$24,891.00
TOTAL INCOME	\$10,627.00	\$ 10,637.00	\$ 8,887.00	\$ -	\$ -	\$30,151.00
Expense						
Bus Ticket Expense	\$1,252.00	\$ 2,297.00	\$ 482.00			\$4,031.00
Office Supplies & Expense	\$3,601.81	\$ 3,120.40	\$ 1,049.76			\$7,771.97
Welcome Center Bags	\$0.00	\$ -	\$ -		\$ -	\$0.00
Gross Visitor Center Wages	\$10,868.31	\$ 11,021.77	\$ 3,193.27			\$25,083.35
Office Maintenance	\$169.17	\$ 140.83	\$ -			\$310.00
Postage	\$308.63	\$ 1,170.30	\$ -		\$ -	\$1,478.93
Printing	\$1,504.58	\$ 120.58	\$ -		\$ -	\$1,625.16
Telephone Expense	\$746.57	\$ 705.38	\$ 235.12			\$1,687.07
Computer Maintenance	\$865.00	\$ 281.99	\$ 20.00			\$1,166.99
TOTAL EXPENSES	\$19,316.07	\$ 18,858.25	\$ 4,980.15	\$ -	\$ -	\$43,154.47
NET INCOME	-\$8,689.07	-\$8,221.25	\$ 3,906.85	\$ -	\$ -	-\$13,003.47
LBTS Welcome Center Wages Report Periods: 3rd Quarter July						
	1st Quarter	2nd Quarter	July	August	September	2016
Gross Visitor Center Wages	\$10,868.31	\$ 11,021.77	\$ 3,193.27	\$ -		\$25,083.35
TOTAL GROSS WAGES	\$10,868.31	\$ 11,021.77	\$ 3,193.27	\$ -	\$ -	\$25,083.35
Total Employee Hours	1st Quarter	2nd Quarter	July	August	September	TOTAL
	656	616	200			\$1,472.00

LBTS Welcome Center
Profit & Loss Statement
Periods: 3rd Quarter August

Report Prepared By:



	1st Quarter	2nd Quarter	July	August	September	2016
Income						
Bus Ticket Sales Income	\$2,330.00	\$ 2,340.00	\$ 590.00	\$ 250.00		\$5,510.00
Town LBTS Contribution	\$8,297.00	\$ 8,297.00	\$ 8,297.00	\$ -		\$24,891.00
TOTAL INCOME	\$10,627.00	\$ 10,637.00	\$ 8,887.00	\$ 250.00	\$ -	\$30,401.00
Expense						
Bus Ticket Expense	\$1,252.00	\$ 2,297.00	\$ 482.00	\$ 521.00		\$4,552.00
Office Supplies & Expense	\$3,601.81	\$ 3,120.40	\$ 1,049.76	\$ 715.99		\$8,487.96
Welcome Center Bags	\$0.00	\$ -	\$ -	\$ -	\$ -	\$0.00
Gross Visitor Center Wages	\$10,868.31	\$ 11,021.77	\$ 3,193.27	\$ 3,056.84		\$28,140.19
Office Maintenance	\$169.17	\$ 140.83	\$ -	\$ 20.00		\$330.00
Postage	\$308.63	\$ 1,170.30	\$ -	\$ 270.30	\$ -	\$1,749.23
Printing	\$1,504.58	\$ 120.58	\$ -	\$ 16.00	\$ -	\$1,641.16
Telephone Expense	\$746.57	\$ 705.38	\$ 235.12	\$ 235.45		\$1,922.52
Computer Maintenance	\$865.00	\$ 281.99	\$ 20.00	\$ 20.00		\$1,186.99
TOTAL EXPENSES	\$19,316.07	\$ 18,858.25	\$ 4,980.15	\$ 4,855.58	\$ -	\$48,010.05
NET INCOME	-\$8,689.07	-\$8,221.25	\$ 3,906.85	\$ (4,605.58)	\$ -	-\$17,609.05
LBTS Welcome Center Wages Report Periods: 3rd Quarter August						
	1st Quarter	2nd Quarter	July	August	September	2016
Gross Visitor Center Wages	\$10,868.31	\$ 11,021.77	\$ 3,193.27	\$ 3,056.84		\$28,140.19
TOTAL GROSS WAGES	\$10,868.31	\$ 11,021.77	\$ 3,193.27	\$ 3,056.84	\$ -	\$28,140.19
Total Employee Hours	656	616	200	216		\$1,688.00

Hours of Operation		Jul-16					
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open						9:00 AM	9:00 AM
Close						5:00 PM	5:00 PM
Total Hours						8	8
Open		Closed	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close			5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM
Total Hours			8	8	8	8	8
Open		9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM
Total Hours		8	8	8	8	8	8
Open		9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM
Total Hours		8	8	8	8	8	8
Open		9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM
Total Hours		8	8	8	8	8	8
Open		9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM
Total Hours		8	8	8	8	8	8
Open							
Close							
Total Hours							
Daily Statistics							
	<u>SUNDAYS</u>	<u>MONDAYS</u>	<u>TUESDAYS</u>	<u>WEDNESDAYS</u>	<u>THURSDAYS</u>	<u>FRIDAYS</u>	<u>SATURDAYS</u>
Daily Total	0	24	32	32	32	40	40
Daily Average	0	8	8	8	8	8	8
Weekly Statistics							
	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total Hours- Days i
Weekly Total Hours	16	40	48	48	48	0	200
Days in Week	2	5	6	6	6	0	25
Monthly Statistics							
Total Hours of Operation		240					
Total Days of Operating		30					
Total Days Closed		1	4th of July				

Hours of Operation

	Aug-16						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open		9:00 AM	9:00 AM	9:00 AM		9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM		5:00 PM	5:00 PM
Total Hours		8	8	8		8	8

Open		9:00 AM	9:00 AM	9:00 AM		9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM		5:00 PM	5:00 PM
Total Hours		8	8	8		8	8

Open		9:00 AM	9:00 AM	9:00 AM		9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM		5:00 PM	5:00 PM
Total Hours		8	8	8		8	8

Open		9:00 AM	9:00 AM	9:00 AM		9:00 AM	9:00 AM
Close		5:00 PM	5:00 PM	5:00 PM		5:00 PM	5:00 PM
Total Hours		8	8	8		8	8

Open		9:00 AM	9:00 AM	9:00 AM			
Close		5:00 PM	5:00 PM	5:00 PM			
Total Hours		8	8	8			

Daily Statistics	SUNDAYS	MONDAYS	TUESDAYS	WEDNESDAYS	THURSDAYS	FRIDAYS	SATURDAYS
Daily Total	0	40	40	40	32	32	32
Daily Average	0	8	8	8	8	8	8

Weekly Statistics	Week 1	Week 2	Week 3	Week 4	Week 5	Total Hours- Days in Month	
Weekly Total Hours	48	48	48	48	24	216	
Days in Week	6	6	6	6	3	27	

Monthly Statistics

Total Hours of Operation	216
Total Days of Operating	27



Agenda Memorandum

Finance Department

Lisa Fuentes
Director of Finance

COMMISSION MEETING DATE: September 12, 2016

☒ Reports

SUBJECT TITLE: July 2016 Finance Report

EXPLANATION: Presented is the July 2016 financial report, which consists of the attached July Revenue Expenditure Report (**Exhibit 1**) and the Budget to Actual Report (**Exhibit 2**).

At the end of July we were 83% through fiscal year 2016/17. Following is a summary of the operating results through July.

Fund	Annual Budget	YTD Revenues		YTD Expenditures		Net Amount
		Amount	% of Budget	Amount	% of Budget	
General Fund	\$13,582,935	\$11,242,597	82.77%	\$10,112,820	74.45%	\$ 1,129,777
Sewer Fund	1,750,017	851,912	48.68%	721,130	41.21%	130,782
Fire Fund	1,238,763	1,007,472	81.33%	939,551	75.85%	67,921
Capital Fund	3,155,905	1,277,002	40.46%	1,933,294	61.26%	-656,293
Parking Fund	1,684,991	1,841,454	109.29%	866,557	51.43%	974,897
Grand Total	\$21,412,611	\$16,220,437	75.75%	\$14,573,353	68.06%	\$ 1,647,084

Notable items this month (the following information is from Exhibits 1 & 2):

General Fund

- Account 311.100 (**Exhibit 1**). Through July we've collected 101% of the budgeted full year ad valorem revenues. This is \$156,094 more than the budgeted amount.
- Account 314.300 (**Exhibit 1**). Through July we've collected 114% of the water utility tax revenue from Pompano Beach and Fort Lauderdale, which is \$16,614 more than the budgeted amount.

Agenda Memorandum

Page 2



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- Account 322.100 (**Exhibit 1**). Building permit revenues remain strong in July. The Town collected \$106,968.14; a total of 98% collected compared to the amended full year budgeted revenues.
 - Account 524.000.500.402 (**Exhibit 1**). Payments to CAP through July for building permit services are 2% more than the full year amended budget. We pay CAP approximately 75% of the amount we collect in building permit fees; the expense is more than offset by the associated revenues.

Sewer Fund

- Account 343.500 (**Exhibit 2**). The July sewer revenues from Fort Lauderdale were 1% less than we expected, however, on a year-to-date basis sewer revenues are slightly ahead of expectations by 2%.
- Account 500.340 (**Exhibit 2**). The July sewer payment to Pompano was 13% less than expected. On a year-to-date basis sewer payments are 3% (or approximately \$16,122) less than expected.

Parking Fund

- Total parking revenues continues to outperform our budgets. July was an eventful month for the Town, parking revenues for the month totaled \$198,404 which is 60% more than the monthly budget of \$123,697. We have exceeded our full year budget by 9% or \$156,463 (**Exhibit 1**).

Please let me know if you have any questions or would like additional information.

Exhibits:

1. July Revenue Expenditure Report
2. July Budget to Actual Report

File: T:\0 Agenda\9-12-16 Commission\Finance\Finance Report\9-12-16 AM July Finance Report 9-7.docx

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 001 - General Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	1,208,720.00	1,902,500.00	0.00	0.00	0.00	1,902,500.00	0.0
Appropriated Fund Balance	1,208,720.00	1,902,500.00	0.00	0.00	0.00	1,902,500.00	0.0
Dept: 301.000 Ad Valorem Property Taxes							
311.100 Ad Valorem Property Taxes	7,378,700.00	7,378,700.00	7,481,226.92	137,407.10	0.00	-102,526.92	101.4
Ad Valorem Property Taxes	7,378,700.00	7,378,700.00	7,481,226.92	137,407.10	0.00	-102,526.92	101.4
Dept: 301.100 Utility Taxes							
311.101 FPL Utility Tax	790,000.00	790,000.00	590,857.43	67,393.34	0.00	199,142.57	74.8
311.440 Gas Utility Tax	15,000.00	15,000.00	11,303.27	892.91	0.00	3,696.73	75.4
314.300 Water Utility Tax	116,000.00	116,000.00	132,614.48	13,750.54	0.00	-16,614.48	114.3
Utility Taxes	921,000.00	921,000.00	734,775.18	82,036.79	0.00	186,224.82	79.8
Dept: 301.600 Franchise Taxes							
313.100 FI Power & Light Franchise	583,000.00	583,000.00	432,694.15	44,220.17	0.00	150,305.85	74.2
313.300 Waste Franchise Collection	67,000.00	67,000.00	108,913.87	11,607.76	0.00	-41,913.87	162.6
313.301 Waste Franchise Adm-Fee	24,000.00	24,000.00	0.00	0.00	0.00	24,000.00	0.0
313.400 Gas Franchise	15,000.00	15,000.00	11,363.55	749.61	0.00	3,636.45	75.8
313.600 Towing Franchise Fees	700.00	700.00	400.00	110.00	0.00	300.00	57.1
Franchise Taxes	689,700.00	689,700.00	553,371.57	56,687.54	0.00	136,328.43	80.2
Dept: 302.000 Licenses & Permits							
321.100 Business License Taxes	63,000.00	63,000.00	55,238.76	-191.99	0.00	7,761.24	87.7
321.110 Sidewalk Cafe ROW	61,000.00	61,000.00	58,188.62	5,503.51	0.00	2,811.38	95.4
322.100 Building Permits	900,000.00	1,119,000.00	1,098,159.72	106,968.14	0.00	20,840.28	98.1
322.105 Fire Plan Review Fees	9,000.00	9,000.00	19,831.60	1,680.00	0.00	-10,831.60	220.4
322.400 Sign Permits	4,000.00	4,000.00	3,580.00	190.00	0.00	420.00	89.5
Licenses & Permits	1,037,000.00	1,256,000.00	1,234,998.70	114,149.66	0.00	21,001.30	98.3
Dept: 303.000 Intergovernmental Revenues							
311.120 Municipal Revenue Sharing	147,651.00	147,651.00	118,621.58	12,326.11	0.00	29,029.42	80.3
311.150 Alcoholic Beverage License	9,500.00	9,500.00	13,145.97	0.00	0.00	-3,645.97	138.4
311.180 Sales Tax	406,393.00	406,393.00	303,276.25	32,658.01	0.00	103,116.75	74.6
312.405 Local Op Gas Tax 1 - 6 cent	64,000.00	64,000.00	47,958.22	5,913.70	0.00	16,041.78	74.9
312.410 Local Op Gas Tax 1 - 5 cent	45,949.00	45,949.00	34,503.21	4,249.98	0.00	11,445.79	75.1
315.100 Communication Service Tax	336,095.00	336,095.00	254,394.14	25,153.56	0.00	81,700.86	75.7
334.910 BCC-Senior Center Grant	16,016.00	16,016.00	16,016.00	0.00	0.00	0.00	100.0
334.914 BCC-Transportation Grant	51,810.00	51,810.00	25,650.00	0.00	0.00	26,160.00	49.5
334.915 FDOT-Reimbursable Grant	13,656.00	13,656.00	13,656.00	0.00	0.00	0.00	100.0
343.400 Recycling Revenue	8,400.00	8,400.00	4,222.04	0.00	0.00	4,177.96	50.3
Intergovernmental Revenues	1,099,470.00	1,099,470.00	831,443.41	80,301.36	0.00	268,026.59	75.6
Dept: 304.000 Charges for Services							
343.902 Site Plan Application Fees	2,000.00	2,000.00	400.00	0.00	0.00	1,600.00	20.0
347.500 Tennis - Shuffle Key	8,800.00	8,800.00	9,976.84	175.70	0.00	-1,176.84	113.4
Charges for Services	10,800.00	10,800.00	10,376.84	175.70	0.00	423.16	96.1
Dept: 305.000 Fines & Forfeitures							
354.150 Fines,TrafficViolation,Citatio	33,000.00	33,000.00	26,497.90	5,030.83	0.00	6,502.10	80.3
354.160 Code Enforcement Fines	100,000.00	100,000.00	42,885.50	-843.81	0.00	57,114.50	42.9
359.100 Other Fines & Alarms	5,000.00	5,000.00	2,075.00	1,275.00	0.00	2,925.00	41.5
Fines & Forfeitures	138,000.00	138,000.00	71,458.40	5,462.02	0.00	66,541.60	51.8
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	18,000.00	18,000.00	4,828.36	424.57	0.00	13,171.64	26.8
361.105 Interest - Emergency Reserve	130.00	130.00	294.89	42.94	0.00	-164.89	226.8
362.000 Rent/Lease Royalties	59,635.00	59,635.00	52,980.18	0.00	0.00	6,654.82	88.8
366.100 Donations	15,000.00	15,000.00	27,790.40	500.00	0.00	-12,790.40	185.3
369.100 Miscellaneous Revenues	40,000.00	55,500.00	204,692.34	3,083.02	0.00	-149,192.34	368.8
369.200 Miscellaneous Applications	8,000.00	8,000.00	12,382.50	700.00	0.00	-4,382.50	154.8

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 001 - General Fund							
Revenues							
Dept: 306.000 Miscellaneous Revenues							
369.201 Miscellaneous Merchandise Sales	0.00	0.00	488.00	54.50	0.00	-488.00	0.0
369.250 Recreational Activities Fee	500.00	500.00	785.00	120.00	0.00	-285.00	157.0
369.500 Miscellaneous Lobbyist	500.00	500.00	550.00	0.00	0.00	-50.00	110.0
369.901 Insurance Reimbursement	7,500.00	7,500.00	3,654.00	0.00	0.00	3,846.00	48.7
Miscellaneous Revenues	149,265.00	164,765.00	308,445.67	4,925.03	0.00	-143,680.67	187.2
Dept: 581.100 Interfund Transfers							
380.115 Transfer from Fire - OH Costs	22,000.00	22,000.00	16,500.00	0.00	0.00	5,500.00	75.0
Interfund Transfers	22,000.00	22,000.00	16,500.00	0.00	0.00	5,500.00	75.0
Revenues	12,654,655.00	13,582,935.00	11,242,596.69	481,145.20	0.00	2,340,338.31	82.8
Expenditures							
Dept: 511.000 Commission							
500.110 Commission Salaries	62,054.00	62,054.00	48,415.64	4,773.38	0.00	13,638.36	78.0
500.210 Employer FICA Taxes	4,747.00	4,747.00	3,698.98	365.18	0.00	1,048.02	77.9
500.220 Retirement	26,230.00	26,230.00	21,723.91	4,044.99	0.00	4,506.09	82.8
500.230 Group Insurance	12,234.00	12,234.00	12,855.33	1,380.46	0.00	-621.33	105.1
500.345 Contractual Services	4,800.00	4,800.00	3,830.00	260.00	0.00	970.00	79.8
500.510 Office Supplies	650.00	650.00	57.47	0.00	0.00	592.53	8.8
500.512 Elections	1,609.00	1,609.00	1,528.76	0.00	0.00	80.24	95.0
500.540 Dues & Subscriptions	2,000.00	2,000.00	1,259.00	0.00	0.00	741.00	63.0
500.545 Training	4,500.00	4,500.00	2,323.61	1,050.00	0.00	2,176.39	51.6
500.550 Operating Expenses	4,000.00	4,000.00	2,319.03	-466.65	0.00	1,680.97	58.0
500.640 Capital Outlay - Equip & Mach	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
Commission	124,824.00	124,824.00	98,011.73	11,407.36	0.00	26,812.27	78.5
Dept: 511.100 Donation-Non Profits							
500.820 Donations-Aids to Private Org	24,218.00	26,218.00	25,769.00	0.00	0.00	449.00	98.3
Donation-Non Profits	24,218.00	26,218.00	25,769.00	0.00	0.00	449.00	98.3
Dept: 511.200 Chamber/Facility							
500.120 Regular Salaries	11,042.00	11,042.00	8,593.45	93.16	0.00	2,448.55	77.8
500.210 Employer FICA Taxes	845.00	845.00	657.39	7.13	0.00	187.61	77.8
500.220 Retirement	802.00	802.00	881.91	9.80	0.00	-79.91	110.0
500.230 Group Insurance	3,342.00	3,342.00	2,280.67	174.26	0.00	1,061.33	68.2
500.340 Sewer/Wastewater	2,100.00	2,100.00	2,109.44	237.61	0.00	-9.44	100.4
500.345 Contractual Services	33,188.00	33,188.00	33,188.00	8,297.00	0.00	0.00	100.0
500.430 Electric Service	2,000.00	2,000.00	1,286.84	163.89	0.00	713.16	64.3
500.431 Water Service	2,300.00	2,300.00	2,541.82	239.10	0.00	-241.82	110.5
500.520 Bldg. Maintenance	3,000.00	3,000.00	685.49	452.00	0.00	2,314.51	22.8
Chamber/Facility	58,619.00	58,619.00	52,225.01	9,673.95	0.00	6,393.99	89.1
Dept: 513.000 Administration							
500.120 Regular Salaries	541,597.00	541,597.00	431,853.60	42,246.42	0.00	109,743.40	79.7
500.140 Overtime Salaries	2,200.00	2,200.00	2,580.71	522.91	0.00	-380.71	117.3
500.210 Employer FICA Taxes	37,961.00	37,961.00	28,819.51	3,280.71	0.00	9,141.49	75.9
500.220 Retirement	95,000.00	95,000.00	67,855.77	11,413.49	0.00	27,144.23	71.4
500.230 Group Insurance	82,443.00	82,443.00	70,863.74	4,455.85	0.00	11,579.26	86.0
500.315 Professional Services	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
500.320 Audit Expense	30,000.00	30,000.00	30,000.00	0.00	0.00	0.00	100.0
500.344 HR Expenses	1,800.00	1,800.00	1,323.15	80.85	0.00	476.85	73.5
500.345 Contractual Services	11,300.00	11,300.00	12,418.60	1,099.74	0.00	-1,118.60	109.9
500.463 Service Maintenance Contracts	15,000.00	15,000.00	11,680.88	658.25	0.00	3,319.12	77.9
500.506 Printing & Binding	4,500.00	4,500.00	4,737.58	292.50	0.00	-237.58	105.3
500.508 Postage	4,500.00	4,500.00	2,454.35	706.59	0.00	2,045.65	54.5
500.510 Office Supplies	5,000.00	5,000.00	3,214.76	294.73	0.00	1,785.24	64.3
500.540 Dues & Subscriptions	2,300.00	2,300.00	752.46	0.00	0.00	1,547.54	32.7
500.545 Training	5,000.00	5,000.00	4,078.55	207.00	0.00	921.45	81.6
500.550 Operating Expenses	7,000.00	7,000.00	6,813.18	176.86	0.00	186.82	97.3

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 001 - General Fund							
Expenditures							
Dept: 513.000 Administration							
500.640 Capital Outlay - Equip & Mach	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
Administration	858,601.00	858,601.00	679,446.84	65,435.90	0.00	179,154.16	79.1
Dept: 514.000 Town Attorney							
500.310 Legal Expense	255,000.00	255,000.00	138,763.60	11,707.05	0.00	116,236.40	54.4
500.314 Litigation	75,000.00	75,000.00	74,806.13	21,950.23	0.00	193.87	99.7
500.319 Ethics Research, Training & Op	8,000.00	8,000.00	8,000.20	198.90	0.00	-0.20	100.0
Town Attorney	338,000.00	338,000.00	221,569.93	33,856.18	0.00	116,430.07	65.6
Dept: 519.000 General							
500.120 Regular Salaries	127,217.00	127,217.00	91,684.44	9,707.97	0.00	35,532.56	72.1
500.210 Employer FICA Taxes	9,405.00	9,405.00	7,045.58	740.07	0.00	2,359.42	74.9
500.220 Retirement	19,007.00	19,007.00	19,455.52	3,775.01	0.00	-448.52	102.4
500.230 Group Insurance	10,741.00	10,741.00	10,796.78	1,501.06	0.00	-55.78	100.5
500.250 Unemployment Compensation	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
500.311 Advertisements	8,000.00	8,000.00	4,402.95	276.60	0.00	3,597.05	55.0
500.313 Legal Exp- Other Issues	5,000.00	5,000.00	6,110.47	0.00	0.00	-1,110.47	122.2
500.315 Professional Services	83,000.00	93,000.00	3,014.70	-3,267.00	0.00	89,985.30	3.2
500.345 Contractual Services	10,700.00	10,700.00	6,317.33	-3,267.00	0.00	4,382.67	59.0
500.349 Local Bus Contracts	53,000.00	53,000.00	53,000.00	0.00	0.00	0.00	100.0
500.451 Auto, Property & Liability Ins	220,000.00	220,000.00	116,942.00	0.00	0.00	103,058.00	53.2
500.452 Workers Compensation Insur	35,100.00	35,100.00	35,040.00	7,437.25	0.00	60.00	99.8
500.463 Service Maintenance Contracts	13,000.00	13,000.00	7,700.00	1,400.00	0.00	5,300.00	59.2
500.497 Contingency	232,163.00	220,163.00	0.00	0.00	0.00	220,163.00	0.0
500.506 Printing & Binding	13,000.00	13,000.00	7,126.00	0.00	0.00	5,874.00	54.8
500.508 Postage	3,000.00	3,000.00	2,200.00	600.00	0.00	800.00	73.3
500.511 Computer Expense	43,000.00	43,000.00	28,994.66	2,777.34	0.00	14,005.34	67.4
500.540 Dues & Subscriptions	1,500.00	1,500.00	2,104.00	0.00	0.00	-604.00	140.3
500.550 Operating Expenses	23,000.00	23,000.00	19,490.49	2,212.30	0.00	3,509.51	84.7
500.552 Recycling and Solid Waste Exp	25,000.00	25,000.00	21,572.80	0.00	4,327.20	-900.00	103.6
500.556 Bus Grant Matching Funds	86,000.00	86,000.00	57,394.75	11,995.64	0.00	28,605.25	66.7
500.640 Capital Outlay - Equip & Mach	6,000.00	6,000.00	299.63	0.00	0.00	5,700.37	5.0
General	1,031,833.00	1,029,833.00	500,692.10	35,889.24	4,327.20	524,813.70	49.0
Dept: 519.100 Business Dev & Marketing							
500.311 Advertisements	65,000.00	65,000.00	45,258.43	6,360.00	0.00	19,741.57	69.6
500.315 Professional Services	45,000.00	45,000.00	9,290.92	0.00	0.00	35,709.08	20.6
500.345 Contractual Services	20,000.00	20,000.00	9,734.95	6,534.00	0.00	10,265.05	48.7
500.495 Special Events	19,500.00	19,500.00	10,289.92	4,060.92	0.00	9,210.08	52.8
500.506 Printing & Binding	9,500.00	9,500.00	881.00	66.00	0.00	8,619.00	9.3
500.508 Postage	1,000.00	1,000.00	41.10	41.10	0.00	958.90	4.1
500.540 Dues & Subscriptions	1,200.00	1,200.00	848.00	0.00	0.00	352.00	70.7
500.550 Operating Expenses	15,000.00	15,000.00	14,013.45	160.00	0.00	986.55	93.4
500.630 Cap Outlay Imp other than bldg	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
Business Dev & Marketing	180,200.00	180,200.00	90,357.77	17,222.02	0.00	89,842.23	50.1
Dept: 521.000 Police Department							
500.345 Contractual Services	4,067,591.00	4,067,591.00	3,384,330.41	338,965.92	0.00	683,260.59	83.2
500.352 Contract Services	6,000.00	6,000.00	4,996.19	0.00	0.00	1,003.81	83.3
500.460 Equipment Maintenance	6,000.00	6,000.00	525.76	85.00	0.00	5,474.24	8.8
500.624 Capital Outlay-Bldg. Improvemt	7,500.00	7,500.00	2,475.00	1,125.00	0.00	5,025.00	33.0
500.640 Capital Outlay - Equip & Mach	2,500.00	2,500.00	1,430.00	0.00	0.00	1,070.00	57.2
500.644 Capital Outlay-Vehicles	0.00	15,500.00	14,672.68	0.00	0.00	827.32	94.7
Police Department	4,089,591.00	4,105,091.00	3,408,430.04	340,175.92	0.00	696,660.96	83.0
Dept: 523.000 Emergency Medical Services							
500.345 Contractual Services	753,659.00	753,659.00	628,049.92	62,805.00	0.00	125,609.08	83.3
500.550 Operating Expenses	1,000.00	1,000.00	2,042.05	1,350.00	0.00	-1,042.05	204.2
Emergency Medical Services	754,659.00	754,659.00	630,091.97	64,155.00	0.00	124,567.03	83.5

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 001 - General Fund							
Expenditures							
Dept: 524.000 Development Services							
500.120 Regular Salaries	234,362.00	234,362.00	173,315.83	17,521.65	0.00	61,046.17	74.0
500.140 Overtime Salaries	3,000.00	3,000.00	1,041.26	112.50	0.00	1,958.74	34.7
500.210 Employer FICA Taxes	17,831.00	17,831.00	13,474.67	1,357.67	0.00	4,356.33	75.6
500.220 Retirement	33,282.00	33,282.00	25,126.07	3,539.78	0.00	8,155.93	75.5
500.230 Group Insurance	36,450.00	36,450.00	31,749.02	3,504.43	0.00	4,700.98	87.1
500.315 Professional Services	81,000.00	81,000.00	21,454.32	606.25	9,081.50	50,464.18	37.7
500.345 Contractual Services	237,000.00	237,000.00	189,266.71	17,270.86	0.00	47,733.29	79.9
500.402 Building Permit Services	657,000.00	876,000.00	891,873.16	148,427.34	0.00	-15,873.16	101.8
500.461 Vehicle Maintenance	1,000.00	1,000.00	172.49	0.00	0.00	827.51	17.2
500.462 Fuel	1,000.00	1,000.00	245.59	28.93	0.00	754.41	24.6
500.463 Service Maintenance Contracts	5,594.00	5,594.00	1,759.26	178.13	0.00	3,834.74	31.4
500.506 Printing & Binding	1,100.00	1,100.00	776.84	549.47	0.00	323.16	70.6
500.508 Postage	6,500.00	6,500.00	9,849.09	963.95	0.00	-3,349.09	151.5
500.510 Office Supplies	3,800.00	3,800.00	2,720.80	544.29	0.00	1,079.20	71.6
500.525 Uniform Expense	480.00	480.00	186.50	0.00	0.00	293.50	38.9
500.532 Signs	0.00	0.00	918.75	0.00	0.00	-918.75	0.0
500.540 Dues & Subscriptions	696.00	696.00	279.00	114.00	0.00	417.00	40.1
500.545 Training	4,900.00	4,900.00	80.00	0.00	0.00	4,820.00	1.6
500.550 Operating Expenses	8,100.00	8,100.00	4,673.46	416.49	0.00	3,426.54	57.7
Development Services	1,333,095.00	1,552,095.00	1,368,962.82	195,135.74	9,081.50	174,050.68	88.8
Dept: 541.100 Mun Svcs - Public Works Div							
500.120 Regular Salaries	715,691.00	715,691.00	540,076.19	55,068.63	0.00	175,614.81	75.5
500.140 Overtime Salaries	25,000.00	25,000.00	32,382.31	5,339.16	0.00	-7,382.31	129.5
500.210 Employer FICA Taxes	56,663.00	56,663.00	43,022.51	4,554.41	0.00	13,640.49	75.9
500.220 Retirement	70,693.00	70,693.00	58,461.17	11,539.71	0.00	12,231.83	82.7
500.230 Group Insurance	157,798.00	157,798.00	125,338.12	11,187.62	0.00	32,459.88	79.4
500.315 Professional Services	5,000.00	5,000.00	17,445.00	1,400.00	0.00	-12,445.00	348.9
500.340 Sewer/Wastewater	11,000.00	11,000.00	7,542.62	701.67	0.00	3,457.38	68.6
500.345 Contractual Services	115,404.00	115,404.00	80,601.85	5,240.40	4,914.00	29,888.15	74.1
500.410 Communications	14,000.00	14,000.00	10,949.49	1,048.61	0.00	3,050.51	78.2
500.430 Electric Service	42,000.00	42,000.00	35,650.33	4,001.29	0.00	6,349.67	84.9
500.431 Water Service	118,000.00	118,000.00	104,289.08	9,567.28	0.00	13,710.92	88.4
500.433 Electric Service-Streets	55,000.00	55,000.00	44,340.23	4,372.16	0.00	10,659.77	80.6
500.445 Equip Rent/Lease	10,000.00	10,000.00	10,347.56	100.00	0.00	-347.56	103.5
500.460 Equipment Maintenance	34,488.00	34,488.00	13,722.90	265.49	0.00	20,765.10	39.8
500.461 Vehicle Maintenance	9,500.00	9,500.00	10,592.62	113.46	0.00	-1,092.62	111.5
500.462 Fuel	25,000.00	25,000.00	11,547.48	1,103.50	0.00	13,452.52	46.2
500.463 Service Maintenance Contracts	9,600.00	9,600.00	2,563.54	32.00	0.00	7,036.46	26.7
500.470 Radio Maintenance	1,575.00	1,575.00	0.00	0.00	0.00	1,575.00	0.0
500.498 Storm Drain Rehab/Maint	50,000.00	50,000.00	17,411.16	0.00	0.00	32,588.84	34.8
500.508 Postage	315.00	315.00	115.00	70.47	0.00	200.00	36.5
500.510 Office Supplies	2,000.00	2,000.00	1,744.64	164.08	0.00	255.36	87.2
500.520 Bldg. Maintenance	50,000.00	50,000.00	63,452.68	11,462.39	0.00	-13,452.68	126.9
500.525 Uniform Expense	5,500.00	5,500.00	4,145.13	339.28	0.00	1,354.87	75.4
500.529 Street Light Maintenance	13,258.00	13,258.00	18,047.43	0.00	0.00	-4,789.43	136.1
500.530 Street Maint Repair Supply	25,000.00	25,000.00	12,251.48	1,431.76	0.00	12,748.52	49.0
500.531 Grounds Maint/Landscaping	50,000.00	50,000.00	31,424.68	145.60	0.00	18,575.32	62.8
500.532 Signs	10,000.00	10,000.00	6,083.31	528.80	0.00	3,916.69	60.8
500.534 Sidewalk Maint Repair	40,000.00	40,000.00	17,211.00	3,827.75	0.00	22,789.00	43.0
500.535 Flags	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
500.540 Dues & Subscriptions	725.00	725.00	310.00	0.00	0.00	415.00	42.8
500.545 Training	3,925.00	3,925.00	2,789.96	0.00	0.00	1,135.04	71.1
500.550 Operating Expenses	45,000.00	45,000.00	36,758.30	5,184.42	0.00	8,241.70	81.7
500.624 Capital Outlay-Bldg. Improvemt	35,000.00	35,000.00	13,309.00	0.00	0.00	21,691.00	38.0
500.640 Capital Outlay - Equip & Mach	33,000.00	33,000.00	956.42	0.00	0.00	32,043.58	2.9
500.644 Capital Outlay-Vehicles	15,000.00	15,000.00	14,858.30	0.00	0.00	141.70	99.1
Mun Svcs - Public Works Div	1,856,135.00	1,856,135.00	1,389,741.49	138,789.94	4,914.00	461,479.51	75.1
Dept: 572.000 Recreation							
500.342 Senior Rec. Ctr. Contract	68,000.00	68,000.00	55,626.66	5,146.65	0.00	12,373.34	81.8

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 001 - General Fund							
Expenditures							
Dept: 572.000 Recreation							
500.343 Beach Maintenance Contract	180,000.00	180,000.00	135,590.00	13,559.00	0.00	44,410.00	75.3
500.345 Contractual Services	36,000.00	36,000.00	19,750.00	3,000.00	0.00	16,250.00	54.9
500.347 Programs	17,000.00	17,000.00	12,728.55	517.00	0.00	4,271.45	74.9
500.430 Electric Service	1,800.00	1,800.00	4,850.98	273.62	0.00	-3,050.98	269.5
500.460 Equipment Maintenance	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
500.469 Buoy Maintenance	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0.0
500.495 Special Events	68,500.00	68,500.00	70,166.12	25,772.80	0.00	-1,666.12	102.4
500.510 Office Supplies	525.00	525.00	403.13	0.00	0.00	121.87	76.8
500.520 Bldg. Maintenance	15,000.00	15,000.00	17,706.61	4,174.51	0.00	-2,706.61	118.0
500.536 Sea Oats	5,000.00	5,000.00	1,470.86	0.00	0.00	3,529.14	29.4
500.550 Operating Expenses	45,000.00	45,000.00	46,076.70	4,557.54	0.00	-1,076.70	102.4
500.640 Capital Outlay - Equipt & Mach	20,000.00	20,000.00	6,360.60	0.00	0.00	13,639.40	31.8
Recreation	475,825.00	475,825.00	370,730.21	57,001.12	0.00	105,094.79	77.9
Dept: 581.100 Interfund Transfers							
500.910 Transfer to CIP Fund	1,529,055.00	2,222,835.00	1,276,791.25	0.00	0.00	946,043.75	57.4
Interfund Transfers	1,529,055.00	2,222,835.00	1,276,791.25	0.00	0.00	946,043.75	57.4
Expenditures	12,654,655.00	13,582,935.00	10,112,820.16	968,742.37	18,322.70	3,451,792.14	74.6
Net Effect for General Fund	0.00	0.00	1,129,776.53	-487,597.17	18,322.70	-1,111,453.83	0.0
Change in Fund Balance:			1,129,776.53				

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016							
	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - Special Revenue-Police Conf							
Revenues							
Dept: 306.000 Miscellaneous Revenues							
369.100 Miscellaneous Revenues	0.00	0.00	8,153.86	0.00	0.00	-8,153.86	0.0
Miscellaneous Revenues	0.00	0.00	8,153.86	0.00	0.00	-8,153.86	0.0
Revenues	0.00	0.00	8,153.86	0.00	0.00	-8,153.86	0.0
Net Effect for Special Revenue-Police Conf	0.00	0.00	8,153.86	0.00	0.00	-8,153.86	0.0
Change in Fund Balance:			8,153.86				

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 103 - Sewer System-Maint, Renew, Repla							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	12,017.00	632,017.00	0.00	0.00	0.00	632,017.00	0.0
Appropriated Fund Balance	12,017.00	632,017.00	0.00	0.00	0.00	632,017.00	0.0
Dept: 304.000 Charges for Services							
343.500 Sewer Fees	1,118,000.00	1,118,000.00	851,912.37	92,270.26	0.00	266,087.63	76.2
Charges for Services	1,118,000.00	1,118,000.00	851,912.37	92,270.26	0.00	266,087.63	76.2
Revenues	1,130,017.00	1,750,017.00	851,912.37	92,270.26	0.00	898,104.63	48.7
Expenditures							
Dept: 535.000 Sanitary Sewers							
500.120 Regular Salaries	81,183.00	81,183.00	68,724.14	6,892.78	0.00	12,458.86	84.7
500.210 Employer FICA Taxes	5,893.00	5,893.00	5,257.40	527.30	0.00	635.60	89.2
500.220 Retirement	13,391.00	13,391.00	11,547.69	1,158.37	0.00	1,843.31	86.2
500.230 Group Insurance	11,214.00	11,214.00	9,420.76	742.81	0.00	1,793.24	84.0
500.315 Professional Services	55,000.00	74,000.00	5,787.15	0.00	67,205.00	1,007.85	98.6
500.340 Sewer/Wastewater	660,000.00	660,000.00	533,878.16	48,052.26	0.00	126,121.84	80.9
500.345 Contractual Services	15,000.00	15,000.00	12,065.94	1,340.66	0.00	2,934.06	80.4
500.435 Utilities	20,000.00	20,000.00	14,553.44	1,255.79	0.00	5,446.56	72.8
500.459 Sewer Lateral Line Maintenance	50,000.00	31,000.00	12,355.16	0.00	0.00	18,644.84	39.9
500.465 Pump Station Maintenance	5,000.00	5,000.00	6,440.00	0.00	0.00	-1,440.00	128.8
500.497 Contingency	108,336.00	82,107.00	0.00	0.00	0.00	82,107.00	0.0
500.550 Operating Expenses	0.00	0.00	469.31	0.00	0.00	-469.31	0.0
500.630 Cap Outlay Imp other than bldg	100,000.00	720,000.00	14,401.95	0.00	630,199.00	75,399.05	89.5
500.640 Capital Outlay - Equip & Mach	5,000.00	31,229.00	26,229.00	0.00	0.00	5,000.00	84.0
Sanitary Sewers	1,130,017.00	1,750,017.00	721,130.10	59,969.97	697,404.00	331,482.90	81.1
Expenditures	1,130,017.00	1,750,017.00	721,130.10	59,969.97	697,404.00	331,482.90	81.1
Net Effect for Sewer System-Maint, Renew, Repla	0.00	0.00	130,782.27	32,300.29	697,404.00	566,621.73	0.0
Change in Fund Balance:			130,782.27				

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 115 - Fire Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.203 Appropriation from FireFd/Veh R	239,545.00	239,545.00	0.00	0.00	0.00	239,545.00	0.0
Appropriated Fund Balance	239,545.00	239,545.00	0.00	0.00	0.00	239,545.00	0.0
Dept: 301.050 Fire Assessment							
311.200 Property Tax-Fire Assessment	959,218.00	959,218.00	975,225.23	19,176.57	0.00	-16,007.23	101.7
Fire Assessment	959,218.00	959,218.00	975,225.23	19,176.57	0.00	-16,007.23	101.7
Dept: 304.000 Charges for Services							
342.210 Fire Inspection Fees	40,000.00	40,000.00	32,211.74	75.00	0.00	7,788.26	80.5
Charges for Services	40,000.00	40,000.00	32,211.74	75.00	0.00	7,788.26	80.5
Dept: 306.000 Miscellaneous Revenues							
369.100 Miscellaneous Revenues	0.00	0.00	35.00	35.00	0.00	-35.00	0.0
Miscellaneous Revenues	0.00	0.00	35.00	35.00	0.00	-35.00	0.0
Revenues	1,238,763.00	1,238,763.00	1,007,471.97	19,286.57	0.00	231,291.03	81.3
Expenditures							
Dept: 522.000 Fire Department							
500.151 Fire Dept Pension	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
500.315 Professional Services	41,000.00	41,000.00	17,525.50	66.30	7,500.00	15,974.50	61.0
500.320 Audit Expense	7,000.00	7,000.00	7,000.00	0.00	0.00	0.00	100.0
500.345 Contractual Services	795,263.00	795,263.00	662,719.20	66,271.92	0.00	132,543.80	83.3
500.520 Bldg. Maintenance	0.00	0.00	1,983.56	1,353.60	0.00	-1,983.56	0.0
500.624 Capital Outlay-Bldg. Improvemt	20,000.00	20,000.00	3,125.00	1,900.00	0.00	16,875.00	15.6
500.640 Capital Outlay - Equipt & Mach	302,500.00	302,500.00	230,697.61	48,439.54	0.00	71,802.39	76.3
500.644 Capital Outlay-Vehicles	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.0
500.912 Transfer to General Fund	22,000.00	22,000.00	16,500.00	0.00	0.00	5,500.00	75.0
Fire Department	1,238,763.00	1,238,763.00	939,550.87	118,031.36	7,500.00	291,712.13	76.5
Expenditures	1,238,763.00	1,238,763.00	939,550.87	118,031.36	7,500.00	291,712.13	76.5
Net Effect for Fire Fund	0.00	0.00	67,921.10	-98,744.79	7,500.00	-60,421.10	0.0
Change in Fund Balance:			67,921.10				

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 300 - Capital Project Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	932,070.00	932,070.00	0.00	0.00	0.00	932,070.00	0.0
Appropriated Fund Balance	932,070.00	932,070.00	0.00	0.00	0.00	932,070.00	0.0
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	1,000.00	1,000.00	210.50	10.81	0.00	789.50	21.1
Miscellaneous Revenues	1,000.00	1,000.00	210.50	10.81	0.00	789.50	21.1
Dept: 581.100 Interfund Transfers							
381.105 Transfer from General Fund	1,529,055.00	2,222,835.00	1,276,791.25	0.00	0.00	946,043.75	57.4
Interfund Transfers	1,529,055.00	2,222,835.00	1,276,791.25	0.00	0.00	946,043.75	57.4
Revenues	2,462,125.00	3,155,905.00	1,277,001.75	10.81	0.00	1,878,903.25	40.5
Expenditures							
Dept: 519.000 General							
500.120 Regular Salaries	65,878.00	65,878.00	52,729.60	4,953.70	0.00	13,148.40	80.0
500.140 Overtime Salaries	0.00	0.00	1,035.10	7.62	0.00	-1,035.10	0.0
500.210 Employer FICA Taxes	4,722.00	4,722.00	3,635.42	554.31	0.00	1,086.58	77.0
500.220 Retirement	8,050.00	8,050.00	6,599.30	903.75	0.00	1,450.70	82.0
500.230 Group Insurance	14,411.00	14,411.00	12,130.46	1,035.54	0.00	2,280.54	84.2
500.315 Professional Services	15,000.00	15,000.00	4,320.00	0.00	0.00	10,680.00	28.8
500.497 Contingency	245,000.00	245,000.00	0.00	0.00	0.00	245,000.00	0.0
500.550 Operating Expenses	0.00	0.00	174.66	0.00	0.00	-174.66	0.0
500.999 Contribution to Fund Balance	0.00	400,000.00	0.00	0.00	0.00	400,000.00	0.0
General	353,061.00	753,061.00	80,624.54	7,454.92	0.00	672,436.46	10.7
Dept: 519.152 Neighborhood Improvements							
500.624 Capital Outlay-Bldg. Improvemnt	45,000.00	45,000.00	10,118.00	1,960.50	4,380.00	30,502.00	32.2
Neighborhood Improvements	45,000.00	45,000.00	10,118.00	1,960.50	4,380.00	30,502.00	32.2
Dept: 519.161 Town Hall /Public Safety							
500.630 Cap Outlay Imp other than bldg	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.0
Town Hall /Public Safety	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.0
Dept: 559.022 Basin Drive Drainage							
500.629 Capital Outlay - Design/Permit	13,000.00	13,000.00	10,593.00	0.00	0.00	2,407.00	81.5
500.630 Cap Outlay Imp other than bldg	420,000.00	420,000.00	405,534.75	0.00	0.00	14,465.25	96.6
Basin Drive Drainage	433,000.00	433,000.00	416,127.75	0.00	0.00	16,872.25	96.1
Dept: 572.101 Beach Bathrooms							
500.612 Building Construction	267,500.00	267,500.00	0.00	0.00	275,000.00	-7,500.00	102.8
500.629 Capital Outlay - Design/Permit	7,500.00	7,500.00	988.00	0.00	0.00	6,512.00	13.2
Beach Bathrooms	275,000.00	275,000.00	988.00	0.00	275,000.00	-988.00	100.4
Dept: 576.130 Street Resurfacing							
500.630 Cap Outlay Imp other than bldg	150,000.00	313,780.00	293,245.96	7,991.12	0.00	20,534.04	93.5
Street Resurfacing	150,000.00	313,780.00	293,245.96	7,991.12	0.00	20,534.04	93.5
Dept: 576.131 Commercial A1A to Seagrape							
500.629 Capital Outlay - Design/Permit	12,000.00	12,000.00	12,212.38	0.00	0.00	-212.38	101.8
500.630 Cap Outlay Imp other than bldg	1,069,064.00	1,199,064.00	1,046,907.40	0.00	0.00	152,156.60	87.3
Commercial A1A to Seagrape	1,081,064.00	1,211,064.00	1,059,119.78	0.00	0.00	151,944.22	87.5
Dept: 577.100 Friedt Park							
500.630 Cap Outlay Imp other than bldg	80,000.00	80,000.00	73,070.27	0.00	0.00	6,929.73	91.3
Friedt Park	80,000.00	80,000.00	73,070.27	0.00	0.00	6,929.73	91.3

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 300 - Capital Project Fund							
Expenditures	2,462,125.00	3,155,905.00	1,933,294.30	17,406.54	279,380.00	943,230.70	70.1
Net Effect for Capital Project Fund	0.00	0.00	-656,292.55	-17,395.73	279,380.00	935,672.55	0.0
Change in Fund Balance:			-656,292.55				

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 310 - Parking Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	0.00	21,741.00	0.00	0.00	0.00	21,741.00	0.0
Appropriated Fund Balance	0.00	21,741.00	0.00	0.00	0.00	21,741.00	0.0
Dept: 304.000 Charges for Services							
344.500 Parking Permits	65,000.00	65,000.00	109,821.97	4,879.28	0.00	-44,821.97	169.0
344.520 Parking Agreements	45,950.00	45,950.00	51,515.00	2,385.00	0.00	-5,565.00	112.1
344.551 South Ocean	150,000.00	150,000.00	100,294.49	-187.95	0.00	49,705.51	66.9
344.552 Ocean Front Meters	300,000.00	300,000.00	424,825.02	49,311.55	0.00	-124,825.02	141.6
344.553 Commercial Blvd. Meters	90,000.00	90,000.00	91,973.09	9,320.79	0.00	-1,973.09	102.2
344.554 Parking Meters - Beach	120,000.00	120,000.00	113,594.80	16,905.28	0.00	6,405.20	94.7
344.556 El Prado Parking Lot	310,000.00	310,000.00	403,552.21	54,119.83	0.00	-93,552.21	130.2
344.558 Town Hall Parking Lot	10,000.00	10,000.00	6,321.83	748.49	0.00	3,678.17	63.2
344.559 El Mar Parking Lot	175,000.00	175,000.00	199,797.04	22,455.31	0.00	-24,797.04	114.2
344.560 A1A Parking Lot	200,000.00	200,000.00	221,892.62	26,123.76	0.00	-21,892.62	110.9
344.561 FDOT Right of Way	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0
344.563 Bougainvillea/ Poinciana	105,000.00	105,000.00	72,654.33	8,865.37	0.00	32,345.67	69.2
Charges for Services	1,572,250.00	1,572,250.00	1,796,242.40	194,926.71	0.00	-223,992.40	114.2
Dept: 305.000 Fines & Forfeitures							
354.100 Parking Fines	90,000.00	90,000.00	40,114.70	3,449.00	0.00	49,885.30	44.6
Fines & Forfeitures	90,000.00	90,000.00	40,114.70	3,449.00	0.00	49,885.30	44.6
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	1,000.00	1,000.00	390.36	27.85	0.00	609.64	39.0
369.100 Miscellaneous Revenues	0.00	0.00	4,706.95	0.00	0.00	-4,706.95	0.0
Miscellaneous Revenues	1,000.00	1,000.00	5,097.31	27.85	0.00	-4,097.31	509.7
Revenues	1,663,250.00	1,684,991.00	1,841,454.41	198,403.56	0.00	-156,463.41	109.3
Expenditures							
Dept: 545.000 Parking Operations							
500.120 Regular Salaries	89,562.00	89,562.00	67,302.39	6,833.94	0.00	22,259.61	75.1
500.140 Overtime Salaries	2,000.00	2,000.00	162.87	14.77	0.00	1,837.13	8.1
500.210 Employer FICA Taxes	6,314.00	6,314.00	4,952.84	517.91	0.00	1,361.16	78.4
500.220 Retirement	14,374.00	14,374.00	10,715.92	1,324.94	0.00	3,658.08	74.6
500.230 Group Insurance	15,843.00	15,843.00	13,722.27	1,246.56	0.00	2,120.73	86.6
500.315 Professional Services	10,000.00	10,000.00	72.44	0.00	0.00	9,927.56	0.7
500.345 Contractual Services	326,000.00	326,000.00	256,890.83	43,480.94	0.00	69,109.17	78.8
500.353 Parking Alternatives	100,000.00	100,000.00	68,812.26	0.00	0.00	31,187.74	68.8
500.410 Communications	8,832.00	8,832.00	6,409.81	474.79	0.00	2,422.19	72.6
500.430 Electric Service	3,000.00	3,000.00	2,550.91	245.58	0.00	449.09	85.0
500.431 Water Service	5,000.00	5,000.00	4,172.57	429.05	0.00	827.43	83.5
500.441 Sun Trolley Contract	25,000.00	25,000.00	12,500.00	0.00	0.00	12,500.00	50.0
500.461 Vehicle Maintenance	4,000.00	4,000.00	1,225.76	0.00	0.00	2,774.24	30.6
500.462 Fuel	500.00	500.00	199.05	75.32	0.00	300.95	39.8
500.463 Service Maintenance Contracts	29,440.00	29,440.00	20,220.00	700.00	0.00	9,220.00	68.7
500.497 Contingency	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
500.506 Printing & Binding	500.00	500.00	1,982.62	0.00	0.00	-1,482.62	396.5
500.508 Postage	2,000.00	2,000.00	849.51	0.00	0.00	1,150.49	42.5
500.510 Office Supplies	1,000.00	1,000.00	121.19	0.00	0.00	878.81	12.1
500.525 Uniform Expense	1,311.00	1,311.00	910.66	58.96	0.00	400.34	69.5
500.532 Signs	0.00	0.00	14,731.24	1,564.65	0.00	-14,731.24	0.0
500.533 Parking Meter Parts-Supplies	34,000.00	34,000.00	18,358.06	3,895.91	0.00	15,641.94	54.0
500.545 Training	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
500.550 Operating Expenses	33,000.00	33,000.00	14,300.63	4,192.75	0.00	18,699.37	43.3
500.629 Capital Outlay - Design/Permit	35,000.00	78,279.00	14,018.92	2,546.42	10,953.58	53,306.50	31.9
500.630 Cap Outlay Imp other than bldg	250,000.00	556,721.00	290,633.56	275,982.20	113,710.44	152,377.00	72.6
500.640 Capital Outlay - Equip't & Mach	20,000.00	41,741.00	40,741.00	0.00	0.00	1,000.00	97.6
500.999 Contribution to Fund Balance	594,574.00	244,574.00	0.00	0.00	0.00	244,574.00	0.0

REVENUE/EXPENDITURE REPORT

Item No. 8.b.

9/11/2016
4:11 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2015 to 7/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 310 - Parking Fund							
Expenditures							
Parking Operations	1,663,250.00	1,684,991.00	866,557.31	343,584.69	124,664.02	693,769.67	58.8
Expenditures	1,663,250.00	1,684,991.00	866,557.31	343,584.69	124,664.02	693,769.67	58.8
Net Effect for Parking Fund	0.00	0.00	974,897.10	-145,181.13	124,664.02	-850,233.08	0.0
Change in Fund Balance:			974,897.10				
Grand Total Net Effect:	0.00	0.00	1,655,238.31	-716,618.53	1,127,270.72	-527,967.59	

	ORIGINAL FULL YR BUDGET	AMENDED FULL YR BUDGET	JULY BUDGET	JULY ACTUAL	% MTHLY BUDGET	YTD BUDGET	YTD ACTUAL	% YTD BUDGET
Fund: 001 - General Fund								
Revenues								
Dept: 000.000 Appropriated Fund Balance								
380.200 Appropriated Fund Balance	1,208,720.00	1,902,500.00	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Fund Balance	1,208,720.00	1,902,500.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept: 301.000 Ad Valorem Property Taxes								
311.100 Ad Valorem Property Taxes	7,378,700.00	7,378,700.00	259,477.30	137,407.10	0.53	7,325,132.67	7,481,226.92	1.02
Ad Valorem Property Taxes	7,378,700.00	7,378,700.00	259,477.30	137,407.10	0.53	7,325,132.67	7,481,226.92	1.02
Dept: 301.100 Utility Taxes								
311.101 FPL Utility Tax	790,000.00	790,000.00	65,833.33	67,393.34	1.02	592,500.00	590,857.43	1.00
311.440 Gas Utility Tax	15,000.00	15,000.00	1,250.00	892.91	0.71	11,250.00	11,303.27	1.00
314.300 Water Utility Tax	116,000.00	116,000.00	9,666.67	13,750.54	1.42	87,000.00	132,614.48	1.52
Utility Taxes	921,000.00	921,000.00	76,750.00	82,036.79	1.07	690,750.00	734,775.18	1.06
Dept: 301.600 Franchise Taxes								
313.100 FI Power & Light Franchise	583,000.00	583,000.00	48,583.33	44,220.17	0.91	437,250.00	432,694.15	0.99
313.300 Waste Franchise Collection	67,000.00	67,000.00	5,583.33	11,607.76	2.08	50,250.00	108,913.87	2.17
313.301 Waste Franchise Adm-Fee	24,000.00	24,000.00	2,000.00	0.00	0.00	18,000.00	0.00	0.00
313.400 Gas Franchise	15,000.00	15,000.00	1,250.00	749.61	0.60	11,250.00	11,363.55	1.01
313.600 Towing Franchise Fees	700.00	700.00	58.33	110.00	1.89	525.00	400.00	0.76
Franchise Taxes	689,700.00	689,700.00	57,475.00	56,687.54	0.99	517,275.00	553,371.57	1.07
Dept: 302.000 Licenses & Permits								
321.100 Business License Taxes	63,000.00	63,000.00	0.00	-191.99	0.00	63,000.00	55,238.76	0.88
321.110 Sidewalk Cafe ROW	61,000.00	61,000.00	0.00	5,503.51	0.00	61,000.00	58,188.62	0.95
322.100 Building Permits	900,000.00	1,119,000.00	93,250.00	106,968.14	1.15	932,500.00	1,098,159.72	1.18
322.105 Fire Plan Review Fees	9,000.00	9,000.00	750.00	1,680.00	2.24	7,500.00	19,831.60	2.64
322.400 Sign Permits	4,000.00	4,000.00	333.33	190.00	0.57	3,333.33	3,580.00	1.07
Licenses & Permits	1,037,000.00	1,256,000.00	94,333.33	114,149.66	1.21	1,067,333.33	1,234,998.70	1.16
Dept: 303.000 Intergovernmental Revenues								
311.120 Municipal Revenue Sharing	147,651.00	147,651.00	12,304.25	12,326.11	1.00	123,042.50	118,621.58	0.96
311.150 Alcoholic Beverage License	9,500.00	9,500.00	791.67	0.00	0.00	7,125.00	13,145.97	1.85
311.180 Sales Tax	406,393.00	406,393.00	33,866.08	32,658.01	0.96	304,794.75	303,276.25	1.00
312.405 Local Op Gas Tax 1 - 6 cent	64,000.00	64,000.00	5,333.33	5,913.70	1.11	48,000.00	47,958.22	1.00
312.410 Local Op Gas Tax 1 - 5 cent	45,949.00	45,949.00	3,829.08	4,249.98	1.11	34,461.75	34,503.21	1.00
315.100 Communication Service Tax	336,095.00	336,095.00	28,007.92	25,153.56	0.90	252,071.25	254,394.14	1.01
334.910 BCC-Senior Center Grant	16,016.00	16,016.00	0.00	0.00	0.00	16,016.00	16,016.00	1.00
334.914 BCC-Transporation Grant	51,810.00	51,810.00	0.00	0.00	0.00	38,857.50	25,650.00	0.66
334.915 FDOT-Reimbursable Grant	13,656.00	13,656.00	0.00	0.00	0.00	13,656.00	13,656.00	1.00
343.400 Recycling Revenue	8,400.00	8,400.00	0.00	0.00	0.00	8,400.00	4,222.04	0.50
Intergovernmental Revenues	1,099,470.00	1,099,470.00	84,132.33	80,301.36	0.95	846,424.75	831,443.41	0.98
Dept: 304.000 Charges for Services								
343.902 Site Plan Application Fees	2,000.00	2,000.00	166.67	0.00	0.00	1,666.67	400.00	0.24
347.500 Tennis - Shuffle Key	8,800.00	8,800.00	733.33	175.70	0.24	7,333.33	9,976.84	1.36
Charges for Services	10,800.00	10,800.00	900.00	175.70	0.20	9,000.00	10,376.84	1.15
Dept: 305.000 Fines & Forfeitures								
354.150 Fines,TrafficViolation,Citatio	33,000.00	33,000.00	2,750.00	5,030.83	1.83	27,500.00	26,497.90	0.96
354.160 Code Enforcement Fines	100,000.00	100,000.00	8,333.33	-843.81	-0.10	83,333.33	42,885.50	0.51
359.100 Other Fines & Alarms	5,000.00	5,000.00	416.67	1,275.00	3.06	4,166.67	2,075.00	0.50
Fines & Forfeitures	138,000.00	138,000.00	11,500.00	5,462.02	0.47	115,000.00	71,458.40	0.62
Dept: 306.000 Miscellaneous Revenues								
361.100 Interest Earnings	18,000.00	18,000.00	1,500.00	424.57	0.28	13,500.00	4,828.36	0.36
361.105 Interest - Emergency Reserve	130.00	130.00	10.83	42.94	3.96	97.50	294.89	3.02
362.000 Rent/Lease Royalties	59,635.00	59,635.00	4,969.58	0.00	0.00	49,695.83	52,980.18	1.07
366.100 Donations	15,000.00	15,000.00	1,250.00	500.00	0.40	12,500.00	27,790.40	2.22
369.100 Miscellaneous Revenues	40,000.00	55,500.00	4,625.00	3,083.02	0.67	46,250.00	204,692.34	4.43
369.200 Miscellaneous Applications	8,000.00	8,000.00	666.67	700.00	1.05	6,666.67	12,382.50	1.86
369.201 Miscellaneous MerchandiseSales	0.00	0.00	0.00	54.50	0.00	0.00	488.00	0.00
369.250 Recreational Activities Fee	500.00	500.00	41.67	120.00	2.88	416.67	785.00	1.88
369.500 Miscellaneous Lobbyist	500.00	500.00	0.00	0.00	0.00	0.00	550.00	0.00
369.901 Insurance Reimbursement	7,500.00	7,500.00	625.00	0.00	0.00	6,250.00	3,654.00	0.58
Miscellaneous Revenues	149,265.00	164,765.00	13,688.75	4,925.03	0.36	135,376.67	308,445.67	2.28
Dept: 581.100 Interfund Transfers								
380.115 Transfer from Fire - OH Costs	22,000.00	22,000.00	0.00	0.00	0.00	16,500.00	16,500.00	1.00
Interfund Transfers	22,000.00	22,000.00	0.00	0.00	0.00	16,500.00	16,500.00	1.00
Revenues	12,654,655.00	13,582,935.00	598,256.72	481,145.20	0.80	10,722,792.42	11,242,596.69	1.05
Expenditures								
Dept: 511.000 Commission								
500.110 Commission Salaries	62,054.00	62,054.00	4,773.38	4,773.38	1.00	48,927.19	48,415.64	0.99
500.210 Employer FICA Taxes	4,747.00	4,747.00	365.15	365.18	1.00	3,742.83	3,698.98	0.99
500.220 Retirement	26,230.00	26,230.00	2,017.69	4,044.99	2.00	20,681.35	21,723.91	1.05
500.230 Group Insurance	12,234.00	12,234.00	1,019.50	1,380.46	1.35	10,195.00	12,855.33	1.26
500.345 Contractual Services	4,800.00	4,800.00	400.00	260.00	0.65	4,000.00	3,830.00	0.96
500.510 Office Supplies	650.00	650.00	54.17	0.00	0.00	541.67	57.47	0.11
500.512 Elections	1,609.00	1,609.00	134.08	0.00	0.00	1,340.83	1,528.76	1.14
500.540 Dues & Subscriptions	2,000.00	2,000.00	166.67	0.00	0.00	1,666.67	1,259.00	0.76
500.545 Training	4,500.00	4,500.00	375.00	1,050.00	2.80	3,750.00	2,323.61	0.62
500.550 Operating Expenses	4,000.00	4,000.00	333.33	-466.65	-1.40	3,333.33	2,319.03	0.70
500.640 Capital Outlay - Equipmt & Mach	2,000.00	2,000.00	166.67	0.00	0.00	1,666.67	0.00	0.00
Commission	124,824.00	124,824.00	9,805.65	11,407.36	1.16	99,845.53	98,011.73	0.98

	ORIGINAL FULL YR BUDGET	AMENDED FULL YR BUDGET	JULY BUDGET	JULY ACTUAL	% MTHLY BUDGET	YTD BUDGET	YTD ACTUAL	% YTD BUDGET
Dept: 511.100 Donation-Non Profits								
500.820 Donations-Aids to Private Org	24,218.00	26,218.00	0.00	0.00	0.00	26,218.00	25,769.00	0.98
Donation-Non Profits	24,218.00	26,218.00	0.00	0.00	0.00	26,218.00	25,769.00	0.98
Dept: 511.200 Chamber/Facility								
500.120 Regular Salaries	11,042.00	11,042.00	849.38	93.16	0.11	8,706.19	8,593.45	0.99
500.210 Employer FICA Taxes	845.00	845.00	65.00	7.13	0.11	666.25	657.39	0.99
500.220 Retirement	802.00	802.00	61.69	9.80	0.16	632.35	881.91	1.39
500.230 Group Insurance	3,342.00	3,342.00	278.50	174.26	0.63	2,785.00	2,280.67	0.82
500.340 Sewer/Wastewater	2,100.00	2,100.00	175.00	237.61	1.36	1,750.00	2,109.44	1.21
500.345 Contractual Services	33,188.00	33,188.00	0.00	8,297.00	0.00	24,891.00	33,188.00	1.33
500.430 Electric Service	2,000.00	2,000.00	166.67	163.89	0.98	1,666.67	1,286.84	0.77
500.431 Water Service	2,300.00	2,300.00	191.67	239.10	1.25	1,916.67	2,541.82	1.33
500.520 Bldg. Maintenance	3,000.00	3,000.00	250.00	452.00	1.81	2,500.00	685.49	0.27
Chamber/Facility	58,619.00	58,619.00	2,037.91	9,673.95	4.75	45,514.12	52,225.01	1.15
Dept: 513.000 Administration								
500.120 Regular Salaries	541,597.00	541,597.00	41,661.31	42,246.42	1.01	427,028.40	431,853.60	1.01
500.140 Overtime Salaries	2,200.00	2,200.00	169.23	522.91	3.09	1,734.62	2,580.71	1.49
500.210 Employer FICA Taxes	37,961.00	37,961.00	2,920.08	3,280.71	1.12	29,930.79	28,819.51	0.96
500.220 Retirement	95,000.00	95,000.00	7,307.69	11,413.49	1.56	74,903.85	67,855.77	0.91
500.230 Group Insurance	82,443.00	82,443.00	6,870.25	4,455.85	0.65	68,702.50	70,863.74	1.03
500.315 Professional Services	10,000.00	10,000.00	833.33	0.00	0.00	8,333.33	0.00	0.00
500.320 Audit Expense	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	1.00
500.344 HR Expenses	1,800.00	1,800.00	150.00	80.85	0.54	1,500.00	1,323.15	0.88
500.345 Contractual Services	11,300.00	11,300.00	941.67	1,099.74	1.17	9,416.67	12,418.60	1.32
500.463 Service Maintenance Contracts	15,000.00	15,000.00	1,250.00	658.25	0.53	12,500.00	11,680.88	0.93
500.506 Printing & Binding	4,500.00	4,500.00	375.00	292.50	0.78	3,750.00	4,737.58	1.26
500.508 Postage	4,500.00	4,500.00	375.00	706.59	1.88	3,750.00	2,454.35	0.65
500.510 Office Supplies	5,000.00	5,000.00	416.67	294.73	0.71	4,166.67	3,214.76	0.77
500.540 Dues & Subscriptions	2,300.00	2,300.00	191.67	0.00	0.00	1,916.67	752.46	0.39
500.545 Training	5,000.00	5,000.00	416.67	207.00	0.50	4,166.67	4,078.55	0.98
500.550 Operating Expenses	7,000.00	7,000.00	583.33	176.86	0.30	5,833.33	6,813.18	1.17
500.640 Capital Outlay - Equip & Mach	3,000.00	3,000.00	250.00	0.00	0.00	2,500.00	0.00	0.00
Administration	858,601.00	858,601.00	64,711.89	65,435.90	1.01	690,133.49	679,446.84	0.98
Dept: 514.000 Town Attorney								
500.310 Legal Expense	255,000.00	255,000.00	21,250.00	11,707.05	0.55	191,250.00	138,763.60	0.73
500.314 Litigation	75,000.00	75,000.00	6,250.00	21,950.23	3.51	56,250.00	74,806.13	1.33
500.319 Ethics Research, Training & Op	8,000.00	8,000.00	666.67	198.90	0.30	6,000.00	8,000.20	1.33
Town Attorney	338,000.00	338,000.00	28,166.67	33,856.18	1.20	253,500.00	221,569.93	0.87
Dept: 519.000 General								
500.120 Regular Salaries	127,217.00	127,217.00	9,785.92	9,707.97	0.99	100,305.71	91,684.44	0.91
500.210 Employer FICA Taxes	9,405.00	9,405.00	723.46	740.07	1.02	7,415.48	7,045.58	0.95
500.220 Retirement	19,007.00	19,007.00	1,462.08	3,775.01	2.58	14,986.29	19,455.52	1.30
500.230 Group Insurance	10,741.00	10,741.00	895.08	1,501.06	1.68	8,950.83	10,796.78	1.21
500.250 Unemployment Compensation	5,000.00	5,000.00	0.00	0.00	0.00	3,750.00	0.00	0.00
500.311 Advertisements	8,000.00	8,000.00	666.67	276.60	0.41	6,666.67	4,402.95	0.66
500.313 Legal Exp- Other Issues	5,000.00	5,000.00	416.67	0.00	0.00	4,166.67	6,110.47	1.47
500.315 Professional Services	83,000.00	93,000.00	7,750.00	-3,267.00	-0.42	77,500.00	3,014.70	0.04
500.345 Contractual Services	10,700.00	10,700.00	891.67	-3,267.00	-3.66	8,916.67	6,317.33	0.71
500.349 Local Bus Contracts	53,000.00	53,000.00	0.00	0.00	0.00	53,000.00	53,000.00	1.00
500.451 Auto, Property & Liability Ins	220,000.00	220,000.00	0.00	0.00	0.00	220,000.00	116,942.00	0.53
500.452 Workers Compensation Insur	35,100.00	35,100.00	8,775.00	7,437.25	0.85	35,100.00	35,040.00	1.00
500.463 Service Maintenance Contracts	13,000.00	13,000.00	1,083.33	1,400.00	1.29	10,833.33	7,700.00	0.71
500.497 Contingency	232,163.00	220,163.00	0.00	0.00	0.00	0.00	0.00	0.00
500.506 Printing & Binding	13,000.00	13,000.00	1,083.33	0.00	0.00	10,833.33	7,126.00	0.66
500.508 Postage	3,000.00	3,000.00	250.00	600.00	2.40	2,500.00	2,200.00	0.88
500.511 Computer Expense	43,000.00	43,000.00	3,583.33	2,777.34	0.78	35,833.33	28,994.66	0.81
500.540 Dues & Subscriptions	1,500.00	1,500.00	125.00	0.00	0.00	1,250.00	2,104.00	1.68
500.550 Operating Expenses	23,000.00	23,000.00	1,916.67	2,212.30	1.15	19,166.67	19,490.49	1.02
500.552 Recycling and Solid Waste Exp	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	21,572.80	0.86
500.556 Bus Grant Matching Funds	86,000.00	86,000.00	11,583.33	11,995.64	1.04	62,833.33	57,394.75	0.91
500.640 Capital Outlay - Equip & Mach	6,000.00	6,000.00	500.00	0.00	0.00	5,000.00	299.63	0.06
General	1,031,833.00	1,029,833.00	51,491.54	35,889.24	0.70	714,008.31	500,692.10	0.70
Dept: 519.100 Business Dev & Marketing								
500.311 Advertisements	65,000.00	65,000.00	5,416.67	6,360.00	1.17	54,166.67	45,258.43	0.84
500.315 Professional Services	45,000.00	45,000.00	3,750.00	0.00	0.00	37,500.00	9,290.92	0.25
500.345 Contractual Services	20,000.00	20,000.00	1,666.67	6,534.00	3.92	16,666.67	9,734.95	0.58
500.495 Special Events	19,500.00	19,500.00	1,625.00	4,060.92	2.50	16,250.00	10,289.92	0.63
500.506 Printing & Binding	9,500.00	9,500.00	791.67	66.00	0.08	7,916.67	881.00	0.11
500.508 Postage	1,000.00	1,000.00	83.33	41.10	0.49	833.33	41.10	0.05
500.540 Dues & Subscriptions	1,200.00	1,200.00	100.00	0.00	0.00	1,000.00	848.00	0.85
500.550 Operating Expenses	15,000.00	15,000.00	1,250.00	160.00	0.13	12,500.00	14,013.45	1.12
500.630 Cap Outlay Imp other than bldg	4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Business Dev & Marketing	180,200.00	180,200.00	14,683.33	17,222.02	1.17	146,833.33	90,357.77	0.62
Dept: 521.000 Police Department								
500.345 Contractual Services	4,067,591.00	4,067,591.00	338,965.92	338,965.92	1.00	3,389,659.17	3,384,330.41	1.00
500.352 Contract Services	6,000.00	6,000.00	500.00	0.00	0.00	5,000.00	4,996.19	1.00
500.460 Equipment Maintenance	6,000.00	6,000.00	500.00	85.00	0.17	5,000.00	525.76	0.11
500.624 Capital Outlay-Bldg. Improvem	7,500.00	7,500.00	625.00	1,125.00	1.80	6,250.00	2,475.00	0.40
500.640 Capital Outlay - Equip & Mach	2,500.00	2,500.00	208.33	0.00	0.00	2,083.33	1,430.00	0.69
500.644 Capital Outlay-Vehicles	0.00	15,500.00	0.00	0.00	0.00	0.00	14,672.68	0.00
Police Department	4,089,591.00	4,105,091.00	340,799.25	340,175.92	1.00	3,407,992.50	3,408,430.04	1.00

	ORIGINAL FULL YR BUDGET	AMENDED FULL YR BUDGET	JULY BUDGET	JULY ACTUAL	% MTHLY BUDGET	YTD BUDGET	YTD ACTUAL	% YTD BUDGET
Dept: 523.000 Emergency Medical Services								
500.345 Contractual Services	753,659.00	753,659.00	62,804.92	62,805.00	1.00	628,049.17	628,049.92	1.00
500.550 Operating Expenses	1,000.00	1,000.00	83.33	1,350.00	16.20	833.33	2,042.05	2.45
Emergency Medical Services	754,659.00	754,659.00	62,888.25	64,155.00	1.02	628,882.50	630,091.97	1.00
Dept: 524.000 Development Services								
500.120 Regular Salaries	234,362.00	234,362.00	18,027.85	17,521.65	0.97	184,785.42	173,315.83	0.94
500.140 Overtime Salaries	3,000.00	3,000.00	230.77	112.50	0.49	2,365.38	1,041.26	0.44
500.210 Employer FICA Taxes	17,831.00	17,831.00	1,371.62	1,357.67	0.99	14,059.06	13,474.67	0.96
500.220 Retirement	33,282.00	33,282.00	2,560.15	3,539.78	1.38	26,241.58	25,126.07	0.96
500.230 Group Insurance	36,450.00	36,450.00	2,803.85	3,504.43	1.25	28,739.42	31,749.02	1.10
500.315 Professional Services	81,000.00	81,000.00	6,750.00	606.25	0.09	67,500.00	21,454.32	0.32
500.345 Contractual Services	237,000.00	237,000.00	19,750.00	17,270.86	0.87	197,500.00	189,266.71	0.96
500.402 Building Permit Services	657,000.00	876,000.00	73,000.00	148,427.34	2.03	730,000.00	891,873.16	1.22
500.461 Vehicle Maintenance	1,000.00	1,000.00	83.33	0.00	0.00	833.33	172.49	0.21
500.462 Fuel	1,000.00	1,000.00	83.33	28.93	0.35	833.33	245.59	0.29
500.463 Service Maintenance Contracts	5,594.00	5,594.00	466.17	178.13	0.38	4,661.67	1,759.26	0.38
500.506 Printing & Binding	1,100.00	1,100.00	91.67	549.47	5.99	916.67	776.84	0.85
500.508 Postage	6,500.00	6,500.00	541.67	963.95	1.78	5,416.67	9,849.09	1.82
500.510 Office Supplies	3,800.00	3,800.00	316.67	544.29	1.72	3,166.67	2,720.80	0.86
500.525 Uniform Expense	480.00	480.00	40.00	0.00	0.00	400.00	186.50	0.47
500.532 Signs	0.00	0.00	0.00	0.00	0.00	0.00	918.75	0.00
500.540 Dues & Subscriptions	696.00	696.00	58.00	114.00	1.97	580.00	279.00	0.48
500.545 Training	4,900.00	4,900.00	408.33	0.00	0.00	4,083.33	80.00	0.02
500.550 Operating Expenses	8,100.00	8,100.00	675.00	416.49	0.62	6,750.00	4,673.46	0.69
Development Services	1,333,095.00	1,552,095.00	127,258.40	195,135.74	1.53	1,278,832.53	1,368,962.82	1.07
Dept: 541.100 Mun Svcs - Public Works Div								
500.120 Regular Salaries	715,691.00	715,691.00	55,053.15	55,068.63	1.00	564,294.83	540,076.19	0.96
500.140 Overtime Salaries	25,000.00	25,000.00	1,923.08	5,339.16	2.78	19,711.54	32,382.31	1.64
500.210 Employer FICA Taxes	56,663.00	56,663.00	4,358.69	4,554.41	1.04	44,676.60	43,022.51	0.96
500.220 Retirement	70,693.00	70,693.00	5,437.92	11,539.71	2.12	55,738.71	58,461.17	1.05
500.230 Group Insurance	157,798.00	157,798.00	13,149.83	11,187.62	0.85	131,498.33	125,338.12	0.95
500.315 Professional Services	5,000.00	5,000.00	416.67	1,400.00	3.36	4,166.67	17,445.00	4.19
500.340 Sewer/Wastewater	11,000.00	11,000.00	916.67	701.67	0.77	9,166.67	7,542.62	0.82
500.345 Contractual Services	115,404.00	115,404.00	9,617.00	5,240.40	0.54	96,170.00	80,601.85	0.84
500.410 Communications	14,000.00	14,000.00	1,166.67	1,048.61	0.90	11,666.67	10,949.49	0.94
500.430 Electric Service	42,000.00	42,000.00	3,500.00	4,001.29	1.14	35,000.00	35,650.33	1.02
500.431 Water Service	118,000.00	118,000.00	9,833.33	9,567.28	0.97	98,333.33	104,289.08	1.06
500.433 Electric Service-Streets	55,000.00	55,000.00	4,583.33	4,372.16	0.95	45,833.33	44,340.23	0.97
500.445 Equip Rent/Lease	10,000.00	10,000.00	833.33	100.00	0.12	8,333.33	10,347.56	1.24
500.460 Equipment Maintenance	34,488.00	34,488.00	2,874.00	265.49	0.09	28,740.00	13,722.90	0.48
500.461 Vehicle Maintenance	9,500.00	9,500.00	791.67	113.46	0.14	7,916.67	10,592.62	1.34
500.462 Fuel	25,000.00	25,000.00	2,083.33	1,103.50	0.53	20,833.33	11,547.48	0.55
500.463 Service Maintenance Contracts	9,600.00	9,600.00	800.00	32.00	0.04	8,000.00	2,563.54	0.32
500.470 Radio Maintenance	1,575.00	1,575.00	131.25	0.00	0.00	1,312.50	0.00	0.00
500.498 Storm Drain Rehab/Maint	50,000.00	50,000.00	4,166.67	0.00	0.00	41,666.67	17,411.16	0.42
500.508 Postage	315.00	315.00	26.25	70.47	2.68	262.50	115.00	0.44
500.510 Office Supplies	2,000.00	2,000.00	166.67	164.08	0.98	1,666.67	1,744.64	1.05
500.520 Bldg. Maintenance	50,000.00	50,000.00	4,166.67	11,462.39	2.75	41,666.67	63,452.68	1.52
500.525 Uniform Expense	5,500.00	5,500.00	458.33	339.28	0.74	4,583.33	4,145.13	0.90
500.529 Street Light Maintenance	13,258.00	13,258.00	1,104.83	0.00	0.00	11,048.33	18,047.43	1.63
500.530 Street Maint Repair Supply	25,000.00	25,000.00	2,083.33	1,431.76	0.69	20,833.33	12,251.48	0.59
500.531 Grounds Maint/Landscaping	50,000.00	50,000.00	4,166.67	145.60	0.03	41,666.67	31,424.68	0.75
500.532 Signs	10,000.00	10,000.00	833.33	528.80	0.63	8,333.33	6,083.31	0.73
500.534 Sidewalk Maint Repair	40,000.00	40,000.00	3,333.33	3,827.75	1.15	33,333.33	17,211.00	0.52
500.535 Flags	1,000.00	1,000.00	83.33	0.00	0.00	833.33	0.00	0.00
500.540 Dues & Subscriptions	725.00	725.00	60.42	0.00	0.00	604.17	310.00	0.51
500.545 Training	3,925.00	3,925.00	327.08	0.00	0.00	3,270.83	2,789.96	0.85
500.550 Operating Expenses	45,000.00	45,000.00	3,750.00	5,184.42	1.38	37,500.00	36,758.30	0.98
500.624 Capital Outlay-Bldg. Improvem	35,000.00	35,000.00	2,916.67	0.00	0.00	29,166.67	13,309.00	0.46
500.640 Capital Outlay - Equip & Mach	33,000.00	33,000.00	2,750.00	0.00	0.00	27,500.00	956.42	0.03
500.644 Capital Outlay-Vehicles	15,000.00	15,000.00	1,250.00	0.00	0.00	12,500.00	14,858.30	1.19
Mun Svcs - Public Works Div	1,856,135.00	1,856,135.00	149,113.51	138,789.94	0.93	1,507,828.34	1,389,741.49	0.92
Dept: 572.000 Recreation								
500.342 Senior Rec. Ctr. Contract	68,000.00	68,000.00	5,666.67	5,146.65	0.91	56,666.67	55,626.66	0.98
500.343 Beach Maintenance Contract	180,000.00	180,000.00	15,000.00	13,559.00	0.90	150,000.00	135,590.00	0.90
500.345 Contractual Services	36,000.00	36,000.00	3,000.00	3,000.00	1.00	30,000.00	19,750.00	0.66
500.347 Programs	17,000.00	17,000.00	1,416.67	517.00	0.36	14,166.67	12,728.55	0.90
500.430 Electric Service	1,800.00	1,800.00	150.00	273.62	1.82	1,500.00	4,850.98	3.23
500.460 Equipment Maintenance	10,000.00	10,000.00	833.33	0.00	0.00	8,333.33	0.00	0.00
500.469 Buoy Maintenance	9,000.00	9,000.00	750.00	0.00	0.00	7,500.00	0.00	0.00
500.495 Special Events	68,500.00	68,500.00	5,708.33	25,772.80	4.51	57,083.33	70,166.12	1.23
500.510 Office Supplies	525.00	525.00	43.75	0.00	0.00	437.50	403.13	0.92
500.520 Bldg. Maintenance	15,000.00	15,000.00	1,250.00	4,174.51	3.34	12,500.00	17,706.61	1.42
500.536 Sea Oats	5,000.00	5,000.00	416.67	0.00	0.00	4,166.67	1,470.86	0.35
500.550 Operating Expenses	45,000.00	45,000.00	3,750.00	4,557.54	1.22	37,500.00	46,076.70	1.23
500.640 Capital Outlay - Equip & Mach	20,000.00	20,000.00	0.00	0.00	0.00	0.00	6,360.60	0.00
Recreation	475,825.00	475,825.00	37,985.42	57,001.12	1.50	379,854.17	370,730.21	0.98
Dept: 581.100 Interfund Transfers								
500.910 Transfer to CIP Fund	1,529,055.00	2,222,835.00	0.00	0.00	0.00	1,276,791.25	1,276,791.25	1.00
Interfund Transfers	1,529,055.00	2,222,835.00	0.00	0.00	0.00	1,276,791.25	1,276,791.25	1.00
Expenditures	12,654,655.00	13,582,935.00	888,941.82	968,742.37	1.09	10,456,234.08	10,112,820.16	0.97

	ORIGINAL FULL YR BUDGET	AMENDED FULL YR BUDGET	JULY BUDGET	JULY ACTUAL	% MTHLY BUDGET	YTD BUDGET	YTD ACTUAL	% YTD BUDGET
Fund: 103 - Sewer System-Maint, Renew, Repla								
Revenues								
Dept: 000.000 Appropriated Fund Balance								
380.200 Appropriated Fund Balance	12,017.00	632,017.00	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Fund Balance	12,017.00	632,017.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept: 304.000 Charges for Services								
343.500 Sewer Fees	1,118,000.00	1,118,000.00	93,166.67	92,270.26	0.99	838,500.00	851,912.37	1.02
Charges for Services	1,118,000.00	1,118,000.00	93,166.67	92,270.26	0.99	838,500.00	851,912.37	1.02
Revenues	1,130,017.00	1,750,017.00	93,166.67	92,270.26	0.99	838,500.00	851,912.37	1.02
Expenditures								
Dept: 535.000 Sanitary Sewers								
500.120 Regular Salaries	81,183.00	81,183.00	6,244.85	6,892.78	1.10	64,009.67	68,724.14	1.07
500.210 Employer FICA Taxes	5,893.00	5,893.00	453.31	527.30	1.16	4,646.40	5,257.40	1.13
500.220 Retirement	13,391.00	13,391.00	1,030.08	1,158.37	1.12	10,558.29	11,547.69	1.09
500.230 Group Insurance	11,214.00	11,214.00	934.50	742.81	0.79	9,345.00	9,420.76	1.01
500.315 Professional Services	55,000.00	74,000.00	6,166.67	0.00	0.00	61,666.67	5,787.15	0.09
500.340 Sewer/Wastewater	660,000.00	660,000.00	55,000.00	48,052.26	0.87	550,000.00	533,878.16	0.97
500.345 Contractual Services	15,000.00	15,000.00	1,250.00	1,340.66	1.07	12,500.00	12,065.94	0.97
500.435 Utilities	20,000.00	20,000.00	1,666.67	1,255.79	0.75	16,666.67	14,553.44	0.87
500.459 Sewer Lateral Line Maintenance	50,000.00	31,000.00	2,583.33	0.00	0.00	25,833.33	12,355.16	0.48
500.465 Pump Station Maintenance	5,000.00	5,000.00	416.67	0.00	0.00	4,166.67	6,440.00	1.55
500.497 Contingency	108,336.00	82,107.00	0.00	0.00	0.00	0.00	0.00	0.00
500.550 Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	469.31	0.00
500.630 Cap Outlay Imp other than bldg	100,000.00	720,000.00	0.00	0.00	0.00	0.00	14,401.95	0.00
500.640 Capital Outlay - Equipt & Mach	5,000.00	31,229.00	0.00	0.00	0.00	0.00	26,229.00	0.00
Sanitary Sewers	1,130,017.00	1,750,017.00	75,746.06	59,969.97	0.79	759,392.70	721,130.10	0.95
Expenditures	1,130,017.00	1,750,017.00	75,746.06	59,969.97	0.79	759,392.70	721,130.10	0.95

	ORIGINAL FULL YR BUDGET	AMENDED FULL YR BUDGET	JULY BUDGET	JULY ACTUAL	% MTHLY BUDGET	YTD BUDGET	YTD ACTUAL	% YTD BUDGET
Fund: 115 - Fire Fund								
Revenues								
Dept: 000.000 Appropriated Fund Balance								
380.203 Appropriation from Fire/Veh R	239,545.00	239,545.00	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Fund Balance	239,545.00	239,545.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept: 301.050 Fire Assessment								
311.200 Property Tax-Fire Assessment	959,218.00	959,218.00	0.00	19,176.57	0.00	959,218.00	975,225.23	1.02
Fire Assessment	959,218.00	959,218.00	0.00	19,176.57	0.00	959,218.00	975,225.23	1.02
Dept: 304.000 Charges for Services								
342.210 Fire Inspection Fees	40,000.00	40,000.00	0.00	75.00	0.00	40,000.00	32,211.74	0.81
Charges for Services	40,000.00	40,000.00	0.00	75.00	0.00	40,000.00	32,211.74	0.81
Dept: 306.000 Miscellaneous Revenues								
369.100 Miscellaneous Revenues	0.00	0.00	0.00	35.00	0.00	0.00	35.00	0.00
Miscellaneous Revenues								
Revenues	1,238,763.00	1,238,763.00	0.00	19,286.57	0.00	999,218.00	1,007,471.97	1.01
Expenditures								
Dept: 522.000 Fire Department								
500.151 Fire Dept Pension	6,000.00	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00
500.315 Professional Services	41,000.00	41,000.00	0.00	66.30	0.00	41,000.00	17,525.50	0.43
500.320 Audit Expense	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	7,000.00	1.00
500.345 Contractual Services	795,263.00	795,263.00	66,271.92	66,271.92	1.00	662,719.17	662,719.20	1.00
500.520 Bldg. Maintenance	0.00	0.00	0.00	1,353.60	0.00	0.00	1,983.56	0.00
500.624 Capital Outlay-Bldg. Improvemt	20,000.00	20,000.00	1,666.67	1,900.00	1.14	16,666.67	3,125.00	0.19
500.640 Capital Outlay - Equipt & Mach	302,500.00	302,500.00	25,208.33	48,439.54	1.92	252,083.33	230,697.61	0.92
500.644 Capital Outlay-Vehicles	45,000.00	45,000.00	0.00	0.00	0.00	33,750.00	0.00	0.00
500.912 Transfer to General Fund	22,000.00	22,000.00	0.00	0.00	0.00	16,500.00	16,500.00	1.00
Fire Department	1,238,763.00	1,238,763.00	93,146.92	118,031.36	1.27	1,029,719.17	939,550.87	0.91
Expenditures	1,218,763.00	1,238,763.00	93,146.92	118,031.36	1.27	1,029,719.17	939,550.87	0.91

	ORIGINAL FULL YR BUDGET	AMENDED FULL YR BUDGET	JULY BUDGET	JULY ACTUAL	% MTHLY BUDGET	YTD BUDGET	YTD ACTUAL	% YTD BUDGET
Fund: 310 - Parking Fund								
Revenues								
Dept: 000.000 Appropriated Fund Balance								
380.200 Appropriated Fund Balance	0.00	21,741.00	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Fund Balance								
Dept: 304.000 Charges for Services								
344.500 Parking Permits	65,000.00	65,000.00	3,088.64	4,879.28	1.58	56,612.37	109,821.97	1.94
344.520 Parking Agreements	45,950.00	45,950.00	0.00	2,385.00	0.00	45,950.00	51,515.00	1.12
344.551 South Ocean	150,000.00	150,000.00	12,500.00	-187.95	-0.02	125,000.00	100,294.49	0.80
344.552 Ocean Front Meters	300,000.00	300,000.00	25,000.00	49,311.55	1.97	250,000.00	424,825.02	1.70
344.553 Commercial Blvd. Meters	90,000.00	90,000.00	7,500.00	9,320.79	1.24	75,000.00	91,973.09	1.23
344.554 Parking Meters - Beach	120,000.00	120,000.00	10,000.00	16,905.28	1.69	100,000.00	113,594.80	1.14
344.556 El Prado Parking Lot	310,000.00	310,000.00	25,833.33	54,119.83	2.09	258,333.33	403,552.21	1.56
344.558 Town Hall Parking Lot	10,000.00	10,000.00	833.33	748.49	0.90	8,333.33	6,321.83	0.76
344.559 El Mar Parking Lot	175,000.00	175,000.00	14,583.33	22,455.31	1.54	145,833.33	199,797.04	1.37
344.560 A1A Parking Lot	200,000.00	200,000.00	16,666.67	26,123.76	1.57	166,666.67	221,892.62	1.33
344.561 FDOT Right of Way	1,300.00	1,300.00	108.33	0.00	0.00	1,083.33	0.00	0.00
344.563 Bougainvillea/ Poinciana	105,000.00	105,000.00	0.00	8,865.37	0.00	105,000.00	72,654.33	0.69
Charges for Services	1,572,250.00	1,572,250.00	116,113.64	194,926.71	1.68	1,337,812.37	1,796,242.40	1.34
Dept: 305.000 Fines & Forfeitures								
354.100 Parking Fines	90,000.00	90,000.00	7,500.00	3,449.00	0.46	75,000.00	40,114.70	0.53
Fines & Forfeitures	90,000.00	90,000.00	7,500.00	3,449.00	0.46	75,000.00	40,114.70	0.53
Dept: 306.000 Miscellaneous Revenues								
361.100 Interest Earnings	1,000.00	1,000.00	83.33	27.85	0.33	833.33	390.36	0.47
369.100 Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00	0.00	4,706.95	0.00
Miscellaneous Revenues	1,000.00	1,000.00	83.33	27.85	0.33	833.33	5,097.31	6.12
Revenues	1,663,250.00	1,684,991.00	123,696.97	198,403.56	1.60	1,413,645.71	1,841,454.41	1.30
Expenditures								
Dept: 545.000 Parking Operations								
500.120 Regular Salaries	89,562.00	89,562.00	6,889.38	6,833.94	0.99	70,616.19	67,302.39	0.95
500.140 Overtime Salaries	2,000.00	2,000.00	153.85	14.77	0.10	1,576.92	162.87	0.10
500.210 Employer FICA Taxes	6,314.00	6,314.00	485.69	517.91	1.07	4,978.35	4,952.84	0.99
500.220 Retirement	14,374.00	14,374.00	1,105.69	1,324.94	1.20	11,333.35	10,715.92	0.95
500.230 Group Insurance	15,843.00	15,843.00	0.00	1,246.56	0.00	15,843.00	13,722.27	0.87
500.315 Professional Services	10,000.00	10,000.00	833.33	0.00	0.00	8,333.33	72.44	0.01
500.345 Contractual Services	326,000.00	326,000.00	27,166.67	43,480.94	1.60	271,666.67	256,890.83	0.95
500.353 Parking Alternatives	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	68,812.26	0.69
500.410 Communications	8,832.00	8,832.00	736.00	474.79	0.65	7,360.00	6,409.81	0.87
500.430 Electric Service	3,000.00	3,000.00	250.00	245.58	0.98	2,500.00	2,550.91	1.02
500.431 Water Service	5,000.00	5,000.00	416.67	429.05	1.03	4,166.67	4,172.57	1.00
500.441 Sun Trolley Contract	25,000.00	25,000.00	2,083.33	0.00	0.00	20,833.33	12,500.00	0.60
500.461 Vehicle Maintenance	4,000.00	4,000.00	333.33	0.00	0.00	3,333.33	1,225.76	0.37
500.462 Fuel	500.00	500.00	0.00	75.32	0.00	0.00	199.05	0.00
500.463 Service Maintenance Contracts	29,440.00	29,440.00	0.00	700.00	0.00	0.00	20,220.00	0.00
500.497 Contingency	50,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00
500.506 Printing & Binding	500.00	500.00	41.67	0.00	0.00	416.67	1,982.62	4.76
500.508 Postage	2,000.00	2,000.00	166.67	0.00	0.00	1,666.67	849.51	0.51
500.510 Office Supplies	1,000.00	1,000.00	83.33	0.00	0.00	833.33	121.19	0.15
500.525 Uniform Expense	1,311.00	1,311.00	0.00	58.96	0.00	1,311.00	910.66	0.69
500.532 Signs	0.00	0.00	0.00	1,564.65	0.00	0.00	14,731.24	0.00
500.533 Parking Meter Parts-Supplies	34,000.00	34,000.00	0.00	3,895.91	0.00	34,000.00	18,358.06	0.54
500.545 Training	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
500.550 Operating Expenses	33,000.00	33,000.00	2,750.00	4,192.75	1.52	27,500.00	14,300.63	0.52
500.629 Capital Outlay - Design/Permit	35,000.00	78,279.00	6,523.25	2,546.42	0.39	65,232.50	14,018.92	0.21
500.630 Cap Outlay Imp other than bldg	250,000.00	556,721.00	46,393.42	275,982.20	5.95	463,934.17	290,633.56	0.63
500.640 Capital Outlay - Equipmt & Mach	20,000.00	41,741.00	3,478.42	0.00	0.00	34,784.17	40,741.00	1.17
500.999 Contribution to Fund Balance	594,574.00	244,574.00	0.00	0.00	0.00	0.00	0.00	0.00
Parking Operations	1,663,250.00	1,684,991.00	99,890.70	343,584.69	3.44	1,154,219.64	866,557.31	0.75
Expenditures	1,663,250.00	1,684,991.00	99,890.70	343,584.69	3.44	1,154,219.64	866,557.31	0.75



Agenda Memorandum

Office of the Town Manager

Department

Bud Bentley

Town Manager

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Reports

SUBJECT TITLE: September 12, 2016 Town Manager's Report

EXPLANATION:

Blue Wave Certification: The Greater Fort Lauderdale Convention & Visitors Bureau has notified us that Lauderdale-By-The-Sea Beach has been awarded a Blue Wave Certification for 2016-2017 by the Clean Beaches Coalition. Lauderdale-By-The-Sea Beach is one of six beaches in Broward County that met the standards set by the Clean Beaches Council. The Clean Beaches Coalition is a network of coastal organizations and individuals committed to promoting clean, healthy and well-managed beaches around the world.

El Mar Plaza Restrooms. During the planning of the restrooms, we eliminated the storage room and removed the build-out of restrooms 5 and 6 to save costs. The thought was that we would use the two unfinished restrooms for storage until they are completed in the future. The plans provide for restrooms 5 and 6 to have rough-in plumbing.

State brought to our attention that the concrete block wall separating the two restrooms, which creates a utility chase, was eliminated and they really need the utility chase to complete the rough-in. State offered to complete the utility chase at no expense to the Town since the material and crews would already be on site. That prompted us to ask the question: What would it cost to complete the two restrooms? Based on unit pricing in the contract, the estimated cost would be about \$13,500. The funds are within the project budget and are within the authority of the Town Manager to approve. Don Prince says the completed restrooms could still be used for storage until they are needed for major events.

The purpose of this notification is to bring to your attention the contribution of State in finishing the utility chase at no cost to the Town and to let you know my intent to authorize a change order to complete restrooms 5 and 6.

Agenda Memorandum

Page 2



Sun Trolley Launches Summer Promotion Free Give-a-Ways on the Sun Trolley's Galt Link

FORT LAUDERDALE, Fla., Sept. 1, 2016 /PRNewswire/

In December 2015, the Sun Trolley's Galt Link expanded service to the Town of Lauderdale-By-The-Sea. Serving thousands of residents and tourists each month, the Sun Trolley's Galt Link is rewarding its passengers with free give-a-ways.

"Our guests are our greatest asset and we want to show them our appreciation this summer by offering fun surprises," said Executive Director of the Downtown Fort Lauderdale TMA Robyn Chiarelli. Once on-board, our drivers provide passengers with various items from umbrellas, to cargo bags, reusable eco water bottles and many other gifts to simply make the journey even more enjoyable."

Sun Trolley's summer promotion runs now through September 30, 2016. Give-a-ways are limited to one gift per passenger.

The free Galt Link trolleys transport residents and tourists alike who are looking for transportation alternatives with a charming twist. The route starts at the Galleria Mall and travels northbound to Washington Avenue in Lauderdale-By-The-Sea hitting key destinations such as the Coral Ridge Mall and the Anglin Fishing Pier. Hours of operation are Monday, Tuesday, Wednesday, Friday, and Saturday from 8:30 a.m. to 4:30 p.m.

"We are just so pleased to partner with the Sun Trolley," said Vice Mayor Mark Brown, Town of Lauderdale-By-The-Sea. "Not only does the Sun Trolley help us to move people more efficiently, offerings such as the Galt Link promotion better ensure residents and visitors here in Lauderdale-By-The-Sea have a special and fun experience while visiting our beachside town."

An interactive map featuring the key stops and destinations, along with the Galt Link schedule are available via <http://www.suntrolley.com/galt-link/>. From the Sun Trolley's Galt Link, guests can connect to the free Pelican Hopper, as well as Sun Trolley's Beach and Las Olas Links. Please note that is \$1 per ride or \$3 for an all day pass on Sun Trolley's Beach and Las Olas Links.

Danny Carter's "Shall We Dance?"

Danny Carter will be back in the Connie Hoffmann Plaza starting in October with his very popular "Shall We Dance?" The free open air dance lessons continually draw large numbers of people of all ages to participate and watch Danny's two hours of several styles of dancing and music at each event.

It's a great event to showcase our small beach town hospitality and celebrate the LBTS way of life. We receive many compliments on the event throughout the year, with many sharing their experiences on social media.

We hope everyone will stop by and dance your way into the sunset this year from 5 – 7:00 p.m. on the 2nd and 4th* Sunday of the month from October 9 through April 24. (*In December, Danny will teach on the 2nd and 3rd Sundays.)

Exhibits: 1.

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Agenda Memorandum

Office of the Town Clerk

Tedra Allen

Town Clerk

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Choose an item.

☐ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: Approval of Meeting Minutes

Exhibits: 1. July 26, 2016 Town Commission Special Meeting Minutes
2. July 26, 2016 Town Commission Meeting Minutes
3. August 11, 2016 Town Commission Meeting Minutes

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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File: T:\0 Agenda\AM Clerk.docx

**TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
SPECIAL MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, July 26, 2016
6:00 PM**

1. CALL TO ORDER, MAYOR SCOT SASSER

Mayor Scot Sasser called the meeting to order at 6:04 p.m. Also present were Vice Mayor Mark Brown, Commissioner Alfred “Buz” Oldaker, Commissioner Elliot Sokolow, Commissioner Chris Vincent, Town Manager Bud Bentley, Assistant Town Manager Tony Bryan, Town Attorney Susan L. Trevarthen, Finance Director Lisa Fuentes, Special Projects Coordinator Debbie Hime, and Town Clerk Tedra Smith.

2. PLEDGE OF ALLEGIANCE

3. PRESENTATION

a. FY17 Recommended Budget (Bud Bentley, Town Manager)

Town Manager Bud Bentley stated that the Town’s recommended All Funds budget for fiscal year (FY) 2016-17 is \$20,115,729. This represents a 6.1% decrease from the current year’s budget. Four of the five Town funds are decreasing their budgets, with only the Parking Fund reflecting an expected increase.

All decreases are related to capital projects, as 2017 will be a rebuilding year in which funds are saved for future capital projects such as the El Mar Greenway, neighborhood sidewalks and street lighting, and others.

The proposed millage rate for FY2016-17 is 3.6873, which is a 1.4% decrease from the current rate. Town Manager Bentley advised that the General Fund budget includes \$400,000 for future capital projects.

Two public hearings are scheduled for September 12, 2016 and September 26, 2016, both at 6 p.m. Members of the public are encouraged to review the budget online or at Town Hall and provide input to the Commissioners and Town Staff.

The Commission is required to set a maximum millage rate at tonight’s meeting. It may be decreased at one of the September hearings, based on changes in the budget. An increase would require providing public notice by first class mail.

Lauderdale-By-The-Sea
Special Town Commission Meeting
July 26, 2016

Also before the Commission at tonight's meeting is preliminary approval of the fire assessment rate. The Resolution governing this Item sets the public hearing for September 12, 2016 for final adoption.

Mayor Sasser explained that the millage rate may be decreased at a subsequent meeting if the Commission wishes; however, the maximum rate may not be increased.

4. RESOLUTIONS

- a. Resolution 2016-26 – A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ESTABLISHING A PROPOSED MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; ANNOUNCING THE DATE, TIME, AND PLACE OF THE FIRST PUBLIC HEARING TO CONSIDER THE PROPOSED MILLAGE RATE AND THE TENTATIVE BUDGET; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE (Lisa Fuentes, Finance Director)**

At this time Mayor Sasser opened public comment.

Ken Brenner, resident, addressed the planned \$400,000 budget surplus, which he characterized as being generated by a tax increase. He felt some of the Town's current capital projects, including renovation of former hotel properties, will lead to an increase in property values and therefore an increase in tax revenue. The properties owned by Minto will also generate additional revenues and fire assessment fees once they receive their Certificates of Occupancy.

With no other individuals wishing to speak at this time, Mayor Sasser closed public comment.

Finance Director Lisa Fuentes stated that the Resolution 2016-26 proposes a millage rate of 3.6873% and establishes Monday, September 12, 2016 at 6 p.m. as the date and time of the first public hearing on this rate. She distributed a comparison of Broward County millage rates, noting that the Town has the third-lowest millage rate and second-lowest fire assessment of all Broward municipalities.

Assistant Town Manager Tony Bryan addressed the concerns raised by Mr. Brenner during Public Comment, stating that the properties cited will not affect Town revenues in FY17. The soonest the Minto property may be on the tax rolls will be FY2017-18. This also applies to other properties undergoing construction.

Commissioner Sokolow pointed out that it is unlikely that Florida Development Group properties or the Minto buildings would receive their certificates of occupancy prior to

Lauderdale-By-The-Sea
Special Town Commission Meeting
July 26, 2016

January 1, 2017. Commissioner Vincent noted that once these properties are online, they will add significantly to the tax rolls.

Vice Mayor Brown commended Town Staff for the development of the FY17 budget. He cited some of the Town's ongoing projects, and advised that other Broward municipalities have not decreased their millage rates to the rollback rate.

Assistant Town Manager Bryan stated that an analysis of the tax rolls shows how a change in the millage rate will affect both homesteaded and non-homesteaded properties. 70% of condominiums and 36% of single-family residences in Lauderdale-By-The-Sea are not homesteaded. Under the proposed millage rate, most homesteaded properties will see a slight decrease in the amount of taxes they will pay. The average taxable values of most homesteaded properties are expected to decrease by 0.71%, while non-homesteaded properties will see a 10% increase in taxes.

Commissioner Sokolow made a motion, seconded by Commissioner Vincent, to approve the millage rate of 3.6873% and schedule the first public hearing on September 12, 2016 at 6 p.m. Motion carried 5-0.

- b. Resolution 2016-27 – A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS IN THE TOWN; DESCRIBING THE METHOD OF FIRE PROTECTION ASSESSED COSTS AGAINST ASSESSED PROPERTY LOCATED WITHIN THE TOWN'S GEOGRAPHICAL BOUNDARIES, KNOWN AS FIRE PROTECTION ASSESSMENT AREA – TOWNWIDE; ESTABLISHING THE ESTIMATED RATES FOR FIRE PROTECTION SERVICES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL FOR FIRE PROTECTION ASSESSMENT AREA – TOWNWIDE; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; PROVIDING FOR CONFLICT, SEVERABILITY AND FOR AN EFFECTIVE DATE (Lisa Fuentes, Finance Director)**

At this time Mayor Sasser opened public comment.

Ken Brenner, resident, addressed fire assessment rates, asking if Town Staff had engaged in dialogue with the Volunteer Fire Department (VFD) regarding these costs. He noted the disparity between commercial and residential fire assessment rates, and felt the methodology used to determine these rates may not be reasonable.

With no other individuals wishing to speak at this time, Mayor Sasser closed public comment.

Lauderdale-By-The-Sea
Special Town Commission Meeting
July 26, 2016

Commissioner Vincent asked if another methodology might be used to determine residential and commercial rates. Assistant Town Manager Bryan replied that no other methodologies have been studied, and rates are based on calls for service. Town Attorney Susan Trevarthen added that this methodology is used by the Government Services Group and is a fact-based means of determining rates. Commissioner Vincent suggested looking into an alternative methodology prior to establishing fire assessment rates in FY18.

Vice Mayor Brown noted that an email from Mr. Brenner had suggested increasing the fire assessment of each residential property in the Town, which could be used to offset the significant increase in commercial property assessment rates. While he did not find this an unreasonable proposal, the law requires that rates be based upon use of service. He pointed out that most residences in the Town have never requested service from the Fire Department, but regularly pay the full residential rate.

Commissioner Sokolow asked about including fire assessment fees ~~be incorporated~~ into the Town's general operating budget. Town Attorney Trevarthen emphasized that the fire assessment schedule is based on facts, which would reflect the stated rates if challenged.

Commissioner Sokolow made a motion, seconded by Commissioner Vincent, to adopt the Resolution to set the fire fee at \$129.85 residential and \$.21 cents per square foot for non-residential. Motion carried 5-0.

5. ADJOURNMENT

With no further business to come before the Commission at this time, the meeting was adjourned at 6:34 p.m.

Mayor Scot Sasser

ATTEST:

Town Clerk Tedra Allen

Date

**TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
REGULAR MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, July 26, 2016
6:30 PM**

1. CALL TO ORDER, MAYOR SCOT SASSER

Mayor Scot Sasser called the meeting to order at 6:40 p.m. Also present were Vice Mayor Mark Brown, Commissioner Alfred “Buz” Oldaker, Commissioner Elliot Sokolow, Commissioner Chris Vincent, Town Manager Bud Bentley, Assistant Town Manager Tony Bryan, Development Services Director Linda Connors, Town Attorney Susan L. Trevarthen, Finance Director Lisa Fuentes, Special Projects Coordinator Debbie Hime, and Town Clerk Tedra Smith.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION

Pastor Jim Goldsmith gave the Invocation.

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

None.

5. PRESENTATIONS

None.

6. PUBLIC COMMENTS

At this time Mayor Sasser opened public comment, which he closed upon receiving no input.

7. PUBLIC SAFETY DISCUSSION

a. VFD June 2016 Report (Chief Judson Hopping)

Commissioner Vincent made a motion, seconded by Commissioner Oldaker, to approve. Motion carried 5-0.

b. AMR June 2016 Report (Chief Brooke Liddle)

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

Commissioner Vincent made a motion, seconded by Commissioner Sokolow, to approve. Motion carried 5-0.

8. TOWN MANAGER REPORT

a. June Finance Report (Lisa Fuentes, Finance Director)

The Commissioners accepted the report without discussion.

b. Town Manager Report (Bud Bentley, Town Manager)

Town Manager Bud Bentley advised that the Zambelli is offering a \$4,000 (20%) credit because the fireworks show was significantly shorter than the 20 minutes required by our contract. With Commission concurrence, Staff would like to extend the contract with the vendor, Zambelli Fireworks, for one additional year. The Commissioners agreed with this proposal by consensus.

Town Manager Bentley continued that there will be two referendum questions on the November ballot regarding a proposed surtax: one addressing transportation improvements and a second for infrastructure improvements. The Broward Metropolitan Planning Organization (MPO) is taking the lead to form a Surtax Educational Program for the public on these issues and is suggesting a \$0.35 cents per capita donation from each municipality in Broward County for the program. In Lauderdale-By-The-Sea, this would mean a donation of \$2120. The MPO will produce a website listing all eligible projects in each town or city and will provide printed media as well.

Vice Mayor Brown commented that there has not been consistent agreement between the County and the municipalities regarding the proposed surtaxes. The MPO Executive Board has discussed the issue of education at some length, noting that while municipal officials may work to educate the public on the surtaxes, they may not advocate for it. As a member of the MPO Board, Vice Mayor Brown had voted in favor of the per capita request, which he felt to be fair and equitable.

Town Attorney Susan Trevarthen observed that under State Statutes, public funds may not be used to advocate for or against a referendum item; however, both elected officials and Town Staff retain their rights to discuss the item under the First Amendment as long as there is no use of public resources.

The Commissioners agreed on the per capita donation by consensus.

Town Manager Bentley continued that the Town's Five-Year-Plan includes the evaluation of a public valet program. Assistant Town Manager Tony Bryan stated that the Town has the opportunity to create a six-month program for parking in the former Holiday Inn parking lot, now owned by the Florida Development Group. The trial period will be used to create a template for the issuance of an RFP for valet parking service.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

Commissioner Vincent asked how many potential parking spaces could fit into the proposed parking lot, pointing out concerns including safety and liability. Assistant Town Manager Bryan replied that these details have not yet been finalized.

At this time Mayor Sasser opened public comment.

Doug Barrow, representing Florida Development Group, stated that liability should be the concern of the service operator.

Assistant Town Manager Bryan observed that Staff could address liability issues in a proposal if the Commissioners wished. Town Manager Bentley asked that the Commission authorize him to enter into any appropriate contracts that have been reviewed by the Town Attorney. Mayor Sasser emphasized the importance of looking into liability issues.

Commissioner Vincent made a motion, seconded by Commissioner Sokolow, to approve. Motion carried 5-0.

9. TOWN ATTORNEY REPORT

None.

10. APPROVAL OF MINUTES

a. July 12, 2016 Town Commission Meeting Minutes (Tedra Smith, Town Clerk)

Town Manager Bentley noted a correction to the July 12, 2016 meeting minutes: Vice Mayor Brown explained that while a project the size of the El Mar Greenway would normally take five to six years to begin construction, efforts to expedite the timetable for this project have resulted in the project's design phase beginning as early as 2017 and construction as early as 2018.

Vice Mayor Brown made a motion, seconded by Commissioner Sokolow, to approve the minutes as amended. Motion carried 5-0.

11. CONSENT AGENDA

a. Lauderdale-By-The-Sea Garden Club Request for Parking for Jarvis Hall Events (Tedra Smith, Town Clerk)

b. Lauderdale-By-The-Sea Women's Club Request for Parking Permits (Tedra Smith, Town Clerk)

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

**c. Commercial District Special Event Saturday, October 29, 2016
(Debbie Hime, Special Projects Coordinator)**

Commissioner Vincent made a motion, seconded by Commissioner Sokolow, to approve Items 11a, 11b, 11c, and 11e. Motion carried 5-0.

d. Special Event Application for Arts and Crafts Fair October 8 and 9, 2016 (Debbie Hime, Special Projects Coordinator)

Commissioner Oldaker advised that special event fees should be paid in full up-front in order to prevent additional work for Staff after an event has ended.

At this time Mayor Sasser opened public comment.

David Smith, Howard Alan Events, thanked the Town for allowing the Arts and Crafts Fair. He emphasized that the event sponsor is willing to follow any rules that require fees to be paid in advance.

Jerry Sehl, representing the Kiwanis Club, stated that Kiwanis will serve as the official non-profit sponsor of the event.

With no other individuals wishing to speak on this Item, Mayor Sasser closed public comment.

Vice Mayor Brown stated that he did not feel the Arts and Crafts Show was an appropriate event for the Town, as it creates traffic and parking issues and competes with businesses in the Downtown area. He suggested that the Kiwanis Club request a donation from the Town Commission in next year's budget in lieu of this special event.

Commissioner Vincent observed that he would like to hear direct feedback from Town businesses before voting against the proposed event. He recommended that food and beverage sales be restricted due to the proximity of Town restaurants.

Commissioner Oldaker commented that any Town businesses opposed to the event have the opportunity to make their concerns known at Town Commission meetings; however, none were present to do so. Commissioner Sokolow added that he has not been contacted by any Town businesses regarding the event. He agreed with Commissioner Vincent that food and beverage sales could be restricted.

Town Manager Bentley advised that a condition of the Application requires vendors selling products similar to those in nearby stores must be located a reasonable distance from these stores. Regarding payment of fees prior to events, he pointed out that Staff is supportive of this suggestion, although it would require an amendment to the event permit for this specific event.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

Town Manager Bentley continued that the two largest fees for the event are parking and Deputy Detail Officers. The event is not charged for use of Town parking lots: the parking fee would cover vendor parking.

Commissioner Sokolow made a motion, seconded by Commissioner Oldaker, to amend the recommendation and approve with all fees to be paid in advance. Motion carried 4-1 (Vice Mayor Brown dissenting).

- e. Designation of Director of Development Services Position as Senior Management (Tony Bryan, Assistant Town Manager)**

12. OLD BUSINESS

- a. Anglin Square Traffic Congestion – Update (Captain Fred Wood, BSO)**

Broward Sheriff's Office (BSO) Captain Fred Wood recalled that at an earlier Commission meeting, a proposal was presented to address congestion in Anglin Square over the July 4th holiday as well as on busy weekends. The plan was implemented over the weekend prior to July 4, after which Capt. Wood spoke with some of the parties affected by the plan. Most of these individuals felt the plan was helpful. He did not recommend any changes to this plan, and recommended that it be implemented once more over the Labor Day weekend, including Labor Day itself. A report will be provided after this holiday.

13. NEW BUSINESS

None.

14. COMMISSIONER COMMENTS

Vice Mayor Brown reported that the Community Center's recent Magic Show in Jarvis Hall was very well-attended. He also addressed turtle season, stating that the addition of sand to the beach has had a positive effect and there are more turtle nests than ever before.

Commissioner Vincent wished all present a good summer.

Commissioner Oldaker stated that he recently attended an AMR Review Board meeting and was very impressed with the services, personnel, and facilities of AMR after a recent tour. He also thanked Town Manager Bentley and Town Staff for their assistance in bringing him up to speed on Town issues since his election to the Board.

Mayor Sasser thanked Vice Mayor Brown for chairing the July 12, 2016 Town Commission meeting.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

15. ORDINANCES – PUBLIC COMMENTS

a. Ordinances 1st Reading

- i. Ordinance 2016-05 – AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 20, “UTILITIES,” OF THE TOWN’S CODE OF ORDINANCES BY AMENDING ARTICLE II, “SANITARY SEWER SYSTEM,” SECTION 20-19, “RATES AND CHARGES,” TO ADOPT REVISIONS TO THE SCHEDULE OF RATES AND CHARGES FOR SANITARY SEWAGE COLLECTION, TRANSMISSION AND DISPOSAL SERVICE (Tony Bryan, Assistant Town Manager)**

At this time Mayor Sasser opened public comment, which he closed upon receiving no input.

Assistant Town Manager Bryan explained that this Ordinance increases the Town’s sewer rates by 2.5% in each of the next three fiscal years: FY17, FY18, and FY19. Notice of a special meeting and second reading of the Ordinance will be included in August 2016 water bills, and Town sewer customers will receive a postcard informing them of the second reading as well. The public hearing is scheduled for Monday, September 12, 2016 at 6pm.

The 2.5% increase will be approximately \$1.40/month for each single-family residence and roughly \$.70 cents per month for each multi-family customer in each year.

Commissioner Sokolow made a motion, seconded by Commissioner Oldaker, to approve. Motion carried 5-0.

b. Ordinances 2nd Reading

- i. Ordinance 2016-03 – AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 30, UNIFIED LAND DEVELOPMENT REGULATIONS, OF THE CODE OF ORDINANCES, TO CREATE A HISTORIC PRESERVATION BOARD AND PROGRAM, AND TO AMEND DEFINITIONS, PROCEDURES, AND REGULATIONS RELATED TO HISTORIC PRESERVATION, ARCHAEOLOGICAL SITES, ARCHITECTURAL REVIEW AND CONDITIONAL USES; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE (Linda Connors, Development Services Director)**

At this time Mayor Sasser opened public comment.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

Edmund Malkoon, resident, advised that while he is not opposed to a historic preservation Ordinance, he opposes this particular Ordinance, which he characterized as incomplete and lacking in sufficient details of its procedures. It would also separate the Town from County archaeological support, although the Town is considered an archaeologically sensitive area. He urged the Commission to vote against or table the proposed Ordinance.

With no other individuals wishing to speak at this time, Mayor Sasser closed public comment.

Vice Mayor Brown observed that the Ordinance would establish a process by which property owners in Town may submit applications to have their properties designated as historic. He requested clarification of whether or not this would affect permit applications for any type of work on Town properties. Development Services Director Linda Connors replied that language regarding a property's Certificate of Occupancy (CO) has been added to the architectural review requirements in commercial or RM-25 zoning districts in the event that a property is part of a historic district.

Vice Mayor Brown also requested additional information regarding County archaeological support. Development Services Director Connors explained that the County has never contacted the Town in relation to the archaeological significance of Town sites or procedures. If the Town designates a site as archaeologically significant, it would require a Certificate of Appropriateness.

Vice Mayor Brown stated that while the Town should encourage its residents to participate in historic preservation, the Ordinance instead seems designed to address the issue of home rule in response to a County Ordinance. He concluded that the process is very similar to the existing County designation process and therefore redundant. He recommended that any motion to approve the Ordinance create a separate Historic Preservation Board rather than requiring the Board of Adjustment to do this work, and that funds be committed to the program to provide incentives to participants.

Commissioner Vincent did not agree, stating that the Town must act to protect home rule and remove this issue from County jurisdiction. He pointed out that the Ordinance requires property owner consent to any such designation and establishes guidelines for the creation of historic districts.

Commissioner Sokolow observed that if the Town takes no action on this issue, it is subject to the County Ordinance, which may designate a property as historic even if the property owner objects to the designation. He agreed that the issue is one of home rule.

Commissioner Oldaker commented that the Ordinance may be subject to amendment or updating at a future date.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
July 26, 2016

Development Services Director Connors requested clarification of whether or not Staff should proceed to research the costs associated with a site file survey of the Town. The Commissioners agreed by consensus to proceed with the survey.

Commissioner Vincent made a motion, seconded by Commissioner Sokolow, to approve. Motion carried 4-1 (Vice Mayor Brown dissenting).

- ii. **Ordinance 2016-04 – AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 13, NOISE, OF THE CODE OF ORDINANCES, TO REGULATE TIME LIMITS FOR THE USE OF DOMESTIC POWER TOOLS, PROHIBIT CONSTRUCTION AND THE USE OF DOMESTIC POWER TOOLS ON CERTAIN HOLIDAYS (Linda Connors, Development Services Director)**

At this time Mayor Sasser opened public comment, which he closed upon receiving no input.

Commissioner Oldaker made a motion, seconded by Commissioner Vincent, to approve. Motion carried 5-0.

16. RESOLUTIONS – PUBLIC COMMENTS

None.

17. QUASI JUDICIAL PUBLIC HEARINGS

None.

18. ADJOURNMENT

With no further business to come before the Commission at this time, the meeting was adjourned at 7:57 p.m.

Mayor Scot Sasser

ATTEST:

Town Clerk Tedra Allen

Date

**TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
SPECIAL MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Thursday, August 11, 2016
6:30 PM**

1. CALL TO ORDER, MAYOR SCOT SASSER

Mayor Scot Sasser called the meeting to order at 6:00 p.m. Also present were Vice Mayor Mark Brown, Commissioner Alfred “Buz” Oldaker, Commissioner Elliot Sokolow, Commissioner Chris Vincent, Town Manager Bud Bentley, Assistant Town Manager Tony Bryan, Town Attorney Susan L. Trevarthen, Finance Director Lisa Fuentes, , Public Information Officer Steve d’Oliveira, and Town Clerk Tedra Smith.

2. PLEDGE OF ALLEGIANCE

3. NEW BUSINESS

**a. Authorize Staff to Negotiate to Acquire the Majestica Apartment,
4410 Bougainvilla Drive (Tony Bryan, Assistant Town Manager)**

Prior to discussing 4410 Bougainvilla Drive, Town Manager Bud Bentley provided the Commissioners with copies of a spreadsheet created by the Broward Metropolitan Planning Organization (MPO) for use in educating the public about the proposed Broward County surtax, which will be on the November 2016 ballot. Staff has also compiled a list of projects they feel are consistent with the Town’s current direction which could be accomplished using surtax revenue over the next 30 years. Town Manager Bentley noted that since this was a special meeting, no additional items could be added to the agenda and so no discussion was appropriate about the material provided.

Town Manager Bentley recalled that the Commission first considered purchasing the Majestica Apartments, located at 4410 Bougainvilla Drive, in late 2015. A public meeting on this topic was held in December 2015, at which the Commission elected not to move forward with the proposed purchase at a price of \$2.75 million.

Town Manager Bentley noted that recently, the purchaser of the Beach King property at 100 Commercial Boulevard has spoken with Town Staff about development plans for the property, as the new owner has plans that would require additional parking. The realtor representing this owner also spoke with the realtor representing the Majestica property, which is still on the market. Town Staff was notified that the owner of the Majestica property is considering a price reduction to \$2.725 million, or \$25,000 less than the original price.

Lauderdale-By-The-Sea
Special Town Commission Meeting
August 11, 2016

Town Manager Bentley explained that if the Commissioners authorized Staff to enter into discussions with the property owner, Staff could put together a contract, which would be advertised for at least 30 days, followed by a public hearing before the Commission to present new and updated appraisal information. The owner of the 100 Commercial Boulevard property has suggested entering into a partnership with the Town to purchase the Majestica property and develop it jointly for parking. Town Staff has made it clear that the Commission has no interest in developing a parking structure at this time, although the owner is interested in the possibility of parking-in-lieu or another program.

Mayor Sasser emphasized that the Commission will take no vote at tonight's meeting with regard to purchase of the subject property: the intent is to determine whether or not they wish to move forward with discussions of a purchase.

At this time Mayor Sasser opened public comment.

Lisa Caronto, resident, stated that in December 2015, purchase of the Majestica Apartments was determined not to be a sound expense for the Town. She did not feel the proposed purchase would be justified at this time.

With no other individuals wishing to speak at this time, Mayor Sasser closed public comment.

Mayor Sasser requested a review of the 2015 discussion of the proposed purchase. Assistant Town Manager Tony Bryan replied that the suggested revenue would come to \$2921 per year per parking space. The property would yield 31 spaces. The new cost of land would come to \$87,903 per space, or approximately \$800 less than the cost discussed in 2015. Demolition and construction costs would come to \$50,265. The total cost per space would equal just over \$98,000. Given the projected revenue per space, it would take 30 years for the proposed lot to pay for itself.

Commissioner Vincent requested additional information on the comparative costs of other parking spaces in the Town. Assistant Town Manager Bryan advised that for the A1A lot, the initial purchase in 2005 was at a cost of just over \$1 million; however, this lot was purchased in increments. A subsequent purchase of land to be developed into an additional 40 spaces was made in 2006 for \$3 million.

Town Manager Bentley stated that this information can be provided in full at an upcoming public meeting if the Commission elected to proceed with discussions of the prospective purchase.

Commissioner Sokolow commented that public projects of this nature rarely pay for themselves, and recommended that the Commission instead determine if the proposal would serve a public purpose. He pointed out that land costs are not expected to

Lauderdale-By-The-Sea
Special Town Commission Meeting
August 11, 2016

decrease, and the Town is still in need of additional parking. He asked that the estimated ongoing parking revenues per space, three to five years in the future, also be provided at a later public meeting.

Vice Mayor Brown observed that while he had no issue with a joint purchase agreement with a private entity, he could not support the proposed purchase if the Town is expected to provide further parking exemptions to a business or businesses. He pointed out that the Town's parking spaces generate a positive cash flow, and there are already sufficient monies in the Parking Fund to purchase and develop the proposed lot. He agreed with Commissioner Sokolow that the overall public good must be taken into consideration, and that the Town should proceed with negotiations.

Commissioner Oldaker emphasized that Staff is following the appropriate procedures to schedule a public meeting to present due diligence and discuss this Item further. He asked if there were any specific circumstances contributing to the purchase of previous parking locations.

Commissioner Vincent noted that the proposed parcel is contiguous with another parcel already owned by the Town, and could serve to complete a greater area that would be controlled by the Town.

Mayor Sasser concluded that he is also in favor of pursuing negotiations regarding the prospective purchase. He recommended that the Commissioners consider the length of time necessary for a proposed taxpayer investment to pay for itself, and advised that an already busy intersection near the subject property would only become busier in its current configuration if the property becomes a parking lot. He added that a solution must also be proposed for the individuals currently residing on the site.

Commissioner Sokolow made a motion, seconded by Commissioner Oldaker, to authorize Staff to negotiate. Motion carried 5-0.

4. ADJOURNMENT

With no further business to come before the Commission at this time, the meeting was adjourned at 6:34 p.m.

Mayor Scot Sasser

ATTEST:

Town Clerk Tedra Allen

Date



Agenda Memorandum

Administration

Department

Debbie Hime

Special Projects Coordinator

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Consent

SUBJECT TITLE: Special Event Application from The Village Grille and 101 Ocean for Friday Nights Music Entertainment proposed for every Friday starting November 4, 2016 and ending May 26, 2017.

EXPLANATION: The Village Grille and 101 Ocean have submitted the attached special events application (**Exhibit 1**) to host music entertainment on Friday nights from November 4, 2016 to May 26, 2017, weather permitting. The Commission has approved an annual permit for this event for the past several years. The Applicants anticipate approximately 200 spectators will attend each event. Amplified music is proposed to begin at 6:30 p.m. and end at 10:30 p.m.

Set Up	3:30 p.m.
Food Service Start	6:00 p.m.
Music Starts	6:30 p.m.
Music/Food Service Ends	10:30 p.m.
Tear Down By	Midnight

The lane closures will be the same as in past years; northbound and southbound lanes from Commercial Blvd. to the alleyway on the north side of El Mar will be closed during the event. The event site includes live music on a 24' x 12' stage with canopy, seven (7) 10' x10' canopied bars, and approximately 24 tables with chairs on both sides of El Mar.

The application notes that each band will offer CDs and t-shirts for sale and the Applicants will sell their t-shirts and merchandise once per year at the Friday event before St. Patrick's Day.

As in the past, the event site includes 20 parking spaces (111 through 132) from 3:30 to midnight (8.5 hours) for each event. The U-turn next to the El Mar parking lot will remain open.

The applicants do not owe any moneys to the Town. Since this is a weekly event, which sometimes is cancelled, the Applicant will be billed for services after the event (Condition No. 1 & 2).

Agenda Memorandum

Page 2



RECOMMENDATION: We recommend approval of the event with the following conditions:

1. The Police Chief shall specify the number of BSO detail officers needed for traffic and crowd control.
 - a. The Police Chief shall arrange for the number of detail BSO deputies required to work on public property for crowd and traffic control. The Applicants shall reimburse the Town for this expense within two weeks of being invoiced.
 - b. The Applicants shall contract with the BSO Detail Office for the number of BSO deputies working on private property at each event within ten (10) days of receiving event approval.
2. **Parking:**
 - a. Applicants shall pay for all parking spaces closed as a result of the event at the then current meter rate (estimated 20 spots #111 to #132) within two weeks of being invoiced by Town.
 - b. Parking spaces 114, 115, 128 & 129 will be designated as No Parking and that area shall be used for northbound U-Turns on Friday night.
 - c. There shall be no public parking on the median lane on El Mar Drive. The Applicants shall post the median lane of El Mar as "No Parking" except for the southbound El Mar median lane from the north alley to the first median cut shall provide for LSV/NEV parking.
 - d. The Applicants may park service vehicles in the southbound El Mar median lane from the north alley to the first median cut from 3:30 pm to midnight.
 - e. The Applicants shall ensure the Driftwood access across El Mar and to the beach is not blocked at any time from event activities.
3. **Road Closings:** North and southbound lane of El Mar Drive from Commercial Boulevard to the north alleys from 3:30 p.m. to midnight. Alleys to remain open at all times.
4. **Notice to the Public:** The Applicants shall, by October 4, 2016, provide one written notice to all properties affected the Friday night events through May 2017. The notice and distribution area shall be approved by the Town prior to distribution.
5. **Insurance Requirements:** The Applicants and any subapplicants shall comply at all times with the requirements in Sec. 17-9.(3) of the Town Code.
 - a. At least thirty (30) days prior to the first event, each Applicant shall provide a Certificate of Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty (30) days written notice required for cancellation.
 - b. At least thirty (30) days prior to the first event, each Applicant shall provide a Certificate of Liquor Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage, which provides coverage for each event authorized by this permit. The Certificate shall specify that the Town will be given at least thirty (30) days written notice of any cancellation.
6. **Final Site Plan:**
 - a. Any change to the site plan must be approved by the Town at least 48 hours in advance of the event.
 - b. Upon showing by the Applicants of a valid reason, the Town Manager may approve minor logistical or site plan changes that are consistent with the Commission's past policy direction on special events.

Agenda Memorandum

Page 3

**7. Site Plan Requirements:**

- a. The Applicants shall provide access to bathroom facilities in their businesses for attendees of the event.
 - b. The event site shall be organized in a safe manner to protect attendees. All electric cords and similar material shall be covered so as to not pose a hazard to the public or event staff.
 - c. The Applicants shall provide additional waste receptacles and recycling bins. During the event as needed and at the end of the event, the Applicants shall empty the waste receptacles and recycling bins within the event site.
 - d. On the north and south ends of the event site, barricades and fencing shall be placed to protect the public from on-coming traffic and provide safe passage along the sidewalk. The Applicants shall keep the sidewalks next to event site and within the event site open and clear for pedestrian traffic.
 - e. Canopies, stage, tables, chairs, etc., shall not interfere with pedestrian walkways, ingress or egress.
 - f. The Applicants shall keep the sidewalks next to the event site and within the event site open and clear for pedestrian traffic.
 - g. The Applicants shall maintain at least two (2) exits from the event area.
 - h. The Applicants shall have one (1) fire extinguisher (5 lb. or 2A 10 or 40BC) under the stage 5 feet from portable power station and one extinguisher at each canopy bar during each event.
 - i. No alcohol is permitted outside of the designated event area.
 - j. Each event shall be operated so as not to violate the Town's Code with special care regarding the noise levels including and especially Chapter 13-6, Noise Limitation. All music shall end promptly at 10:30 p.m.
 - k. Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
 - l. Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
8. A Damage/Clean-up Deposit may be required based on size of event and location. If required, the deposition shall be paid at least two weeks in advance of the event.
9. The cost of any inspections or work provided by Town Staff after normal working hours will require reimbursement by the Applicant.
10. **Issuance of Permit:** Sec. 17-115 provides that NO EVENT PERMIT shall be issued until the conditions established by the Town Commission have been complied with and certified by the Applicant by executing the Event Permit.

Agenda Memorandum

Page 4

**11. Termination of the Event or Special Event Permit:**

- a. The Applicants, property owners, or operators shall not be past due in any monies owed to the Town during the time period of this special event permit. The special event permit will be suspended if funds are owed the Town until all past due moneys are paid in full.
- b. In the event that insurance certificates, licenses and other required materials are not provided by the required deadlines or expire during the event permit, the approval for this event shall expire and the Event Permit becomes void unless the Town Manager finds there are extenuating circumstances that the Applicant(s) have cured or can immediately cure without compromising the health, welfare and safety of the citizens of the Town of Lauderdale-By-The-Sea or those attending the event, or without increasing the administration costs of the Town.
- c. The Town Manager, or designated staff, may suspend permission for this event or required changes in the site plan due to conflicting activities, failure of the Applicants to comply with the terms and conditions of the Town's Event Permit, for health or safety issues, or for the best interests of the Town.
- d. Permission for this event may be withdrawn, suspended or modified by the Town Commission.

Exhibits: 1. Special Event Application and Site Plan

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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SPECIAL EVENT APPLICATION INFORMATION

For your event to be considered by the Town Commission, a fully completed application must be submitted at least 60 days prior to the date of the event.

This application is available in Word format at www.lbts-fl.gov/town/docs.htm. If possible please use the Word document and your computer to complete the application.

An application is not considered complete unless it includes:

1. A full description of the proposed event,
2. A detailed site plan (*very important!*),
3. All required documents, and
4. The application fee.

OFFICE OF THE
AUG 09 2016
TOWN MANAGER

A meeting with Special Events Permitting is required before submitting a Special Event Application. Questions? Call our Special Projects Coordinator at 954-640-4200 or email debbieh@lbts-fl.gov.

Payment of Special Event Permit fee is required at the time of Application submission via hand delivery or by mail to:

Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308

A Special Event shall be approved by the Town Commission before an event is advertised to the public. A special event is defined as a concert, festival, race, walk, carnival, show, exhibition, parade, or any other similar outdoor event whether operated totally outdoors, on stage, under tents, or with the use of any temporary building or structure, **to which members of the public are invited as participants or spectators.**

Please review the Town's special event requirements by clicking on: https://www.Special_Event_Requirements
Or download a copy of the Special Event Requirements from our website and review them before submitting your application.

Important to remember:

1. Your event is approved by the Town Commission with "Conditions" that must be met or your event is cancelled. READ and understand the Conditions. *Talk with us if you have questions.*
2. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction, providing the Town evidence of all required insurances, and providing evidence of organization and/or charity.
3. You have to file all of the required documents shall be provided not later than 30 days prior to the event date or the event authorization terminates (unless prior arrangements have been approved by Town).
 - a. Insurance
 - b. Vendor lists and licenses

c. File site plan

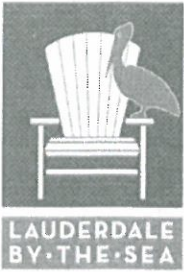
4. Parking is limited in Lauderdale-By-The-Sea, and will be a consideration when approving your event.
5. You may have to obtain permits from the Building & Fire Departments to meet Florida Building Code and Fire Code standards.
6. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction.

I (Applicant) have read and fully understand the above:



Signature of Applicant

Print Name: Steven DeLeon



SPECIAL EVENT APPLICATION

Submit this completed application at least 60 days prior to the proposed date of your event.

DETAILED SITE PLAN REQUIRED (see details at end of application)

Site Plans often do not include details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

Once you have completed the written portion of the application, provide a Site Plan on the last page or attach separately to this application.

Name of Event: *Friday Night Music*

Event Purpose, Description and Activities:

New Event ☐ or Returning Event ☒ Previous Attendance 4th
Every Friday Night From Nov. 2016 Thru May 2017
 Day(s) and Date(s) of Event: *Weather Permitting*

Proposed location of the Event (location, streets, landmarks): *4400 TO 4406 North & South Bound lanes of Elmer Drive*

How many people do you anticipate on site at any peak time? *200*

Participants: *10-20* #Spectators *200* #Adult volunteers: *—*

Please complete the following table:

Activity	Day	Time
Start of set-up:	<i>Friday</i>	<i>3 Pm</i>
Start time of the Event:	<i>Friday</i>	<i>6 Pm Food & Drinks</i>
EVENT		<i>6:30 Band Starts</i>
End time of the Event:	<i>"</i>	<i>10:30 Pm</i>
Start of Clean up:	<i>"</i>	<i>10:30 Pm</i>
Clean-up completed by: (Site restored to original condition)	<i>"</i>	<i>Midnight</i>

Name and address of host or sponsoring organization:

Is applicant a Non-Profit Organization?

YES ☒ NO

Please attach Organization's proof of 501c3 IRS exemption, background, history, accomplishments, and other events:

Person submitting Application ("Responsible Party"):

Name *Village Grille & Pump and 101 Ocean*

Mailing address: *4404 El Mar Dr. LBTS, FL 33308*

Phone: *954-776-5092*

Mobile phone: *305-773-5519*

Email: *Steve_DeLeon@hotmail.com* Fax: *954-776-7085*

Representative(s) who will be at each day of the event:

Name(s): *Steven DeLeon & Anthony D'Elia cell 619-665-8776*

Mailing address: *305-773-5519* *Anthony @ 101 Ocean LBTS. com*

Phone:

Mobile phone:

Evening phone:

Fax:

Email:

Add information as necessary

Will you have an event contractor or planner? *Self*

☒ YES ☐ NO

If yes, please provide the contact information of your event contractor (event planner)

Name: *Steven DeLeon*

Company Name: *Village Grille & Pump*

Business Address:

Company Email:

Phone Office:

Phone Mobile: *305-773-5519*

List contractors that will be on site before, during or after the event (use separate page if needed) – final list required 30 days prior to event.

Request for Town Involvement:

Are you requesting the Town be involved with this event in any way?

YES ☒ NO

If yes, describe services requested, if any:

STATEMENT OF BENEFIT

If the applicant is seeking sponsorship/co-sponsorship from the Town of Lauderdale-By-The-Sea, a Statement of Benefit is required by Town Code (dh to add link) and shall be included here or attached to this application.

If the Town is a sponsor or co-sponsor of the event, the Applicant shall keep financial records of the event sufficient to document all revenues and expenditures. These records shall be available at reasonable time within Broward County for inspection by the Town.

(Insert here or denote if attached)

FEES

Are there fees or donations collected on site from the participants or spectators?

YES

NO

If yes, provide details:

SOUND SYSTEMS

The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. Violations of the Town's noise ordinance are grounds for the immediate termination of the source of the noise and may be grounds to terminate the event.

Do you plan to use amplified sound? Provide details, time and location, and if you require electrical connections for:

yes Proposed amplified sound/speaker system:

yes Proposed live music: List genre, type, ambiance: various

yes Planned recorded music

NO Do you require electrical connections for any of the above? Please give details:

CLEAN EVENT STANDARDS

Keeping the event area clean during the event and immediately following the event, including trash removal, walkways, and streets, is the responsibility of the applicant. See Clean Up Deposit under Conditions

Please note that, except for very small events, all events shall provide a recycling plan and follow recycling requirements. See Recycling Requirements under Conditions. For more info email recycle@lbts-fl.gov.

Name the contractor or organization (including contact information) who is responsible for your Event's recycling:

Name: Waste Pro

Email: MAgramonte@WasteProUSA.com

Address: 3101 N.W. 16th St.
Pompano Bch, FL 33064

Daytime phone: 954-282-6800

Mobile phone: 954-243-5204

TENTS, CANOPIES, STAGES, BLEACHERS

Tents are generally defined as temporary structures having two or more sidewalls or drops.

A canopy is a tent without sides.

All Tents, canopies larger than 120 sq. ft., multiple canopies without separation, and stages require a building permit. The use of tents or large canopies require approval of the LBTS Fire Marshal and are required to have building permits obtained via LBTS Building Dept prior to Event. Manufacture labels are required to be attached to the tents and canopies.

Rental agencies shall provide documentation of the flame spread labeling of 25 or less submitted with application. All canopies larger than 120 sq. ft. shall submit copies the manufacture's labels attached to the tents or canopies with application.

Stages and bleachers shall include product approvals that are supplied by the manufacturer.

Indicate if any of the following will be assembled at the event and include locations on Site Plan. List sizes and numbers of each:

Tents: NO
Canopies: 7 10'x10'
Stages: 1 24'x12'
Bleachers: NO list size and max load:

UTILITIES

All utilities requirements shall be approved by the Director of Development Services and the Fire Marshall prior to Application submission to Town Commission.

Depending on location of event, electrical and/or water may be available from the Town for a fee.

Electrical Requirements: Electrical work requires an Electrical Building Permit.
Generators over 5KW require an Electrical Building Permit.
A Florida Licensed Electrical Contractor is required to obtain permits.

All electrical requests shall meet the requirements of the Florida Building Code with final approval from the Town's Building Official at least 30 days prior to the event. Contractor is required to schedule and successfully complete inspection of work prior to event opening. Florida Building Code 101.4.1, 105.4.5.

Will any **electrical equipment be installed** in conjunction with the Special Event? (i.e. lighting in tents, outlets for cooking, stages, etc.) Yes NO

If the Event requires the following on public property, list what equipment is to be installed and locations (include voltage, amperage, and phases of wiring) as well as company name providing the equipment. Describe below, include location and use, and also include locations on Site Plan:

N/A Electrical power:
N/A Water:
N/A Gas, propane, BBQ grills, generators:
N/A Fuel Storage:

SIGNAGE

All signage shall be included in the application if you wish to exceed the Town Code requirements. Signage shall be reviewed by Development Services (LindaC@lbts-fl.gov) before Application is submitted to Town Commission). No signage shall be installed without permit.

Information on signage shall include location, colors, size and number of signs. Indicate signage to be placed in any right of way that directs traffic to the event and their approximate size.

Are you requesting permission to erect signage for this event? YES NO

For each sign please provide: Small Banner with Name of Band
on front of stage

Description, number of signs, proposed dates, location, size of signs in square feet and letter size:

Include sign locations on detailed Site Plan or attach a separate sheet.

RESTROOMS (show on Site Plan)

The number of portable toilets required depends on the number of attendees, length and type of event, as determined by the Building Official.

Local businesses that have more than the required number of restroom facilities that allow their facilities to be used may count towards the extra restroom facilities required.

If event is downtown, permit holder is required to obtain written approval from restaurants to allow participants to use their restroom facilities.

Number of restroom facilities required by Town: TBD NONE

Number of additional restroom facilities, and type, that will be on event site: NONE
(Show on Site Plan) GUEST USE OUT RESTROOMS

STREET CLOSURES

Street closures may be required at the Event's expense

Are you requesting that any public streets be closed for the event? YES NO
I don't know, please advise _____

If yes, indicate the streets and blocks and times the closure is requested: 4400 TO 4406
ELMART DRIVE NORTH and SOUTH LANES

TRAFFIC CONTROL/BARRICADES

A traffic control contractor may be required for events which require barricades or traffic control signage.

Please list your traffic control contractor, if applicable: BSO

VEHICLES

Vehicles are not allowed to drive or park on Town property or park grounds due to damage to underground irrigation systems and to the sod. Applicant shall be responsible for restoration of any damage to Town property.

Are you requesting to drive or park on town property or park grounds: YES NO

If you are requesting that vehicles be permitted to drive or park on Town property, please indicate the type(s) of vehicles, the locations, and times they would be parked. Must be approved by Town's Parking Department prior to Event. HAMILTON VALET ON NORTH ELMART DRIVE AS NEEDED IF NEEDED AND U TURN SIGNS WILL BE IN USE

LOADING/UNLOADING: If you are requesting that vehicles be permitted to load/unload in non-metered areas, please indicate the location and times loading and unloading would occur: YES
SOUTH ELMART DR. IN FRONT OF DRIFTWOOD, NOT BLOCKING CROSS WALK
2 X TRUCK W/ TRAILER, 3 BSO VEHICLES, BAND TRAILER
Time 4 PM - MIDNIGHT

TRAFFIC CONTROL PLAN

*Parking exemptions shall be approved by Assistant Town Manager prior to Application submission to Town Commission).
Town may block spaces for safety and other reasons at the expense of the Event.*

Include detailed Site Plan indicating how on and off street parking will be accommodated.

Are you requesting the reservation of any Town parking meter spaces for the event?

☒ YES ☐ NO

If yes, provide the meter numbers on the Site Plan and purpose for which they will be used.

5 Spaces 111 Threw 132 = 20 Spaces

All parking meter fees are paid 30 days prior to the event (~~one permit says 2 weeks prior~~)

Are you requesting the use or blocking of any parking spaces for the event?

☒ YES ☐ NO

If yes, please include on Site Plan.

OFF DUTY POLICE/CODE COMPLIANCE OFFICERS

Off duty police officers are required, at the applicant's expense, for street closures, events with alcohol, or large crowds, as determined by the Sheriff's Department. Large events may require a code compliance officer to ensure compliance with Town codes.

Do you anticipate needing off duty police officers for your event?

☒ YES ☐ NO

Do you anticipate needing code compliance officers for your event?

☒ YES ☐ NO

All Ready have Communication with B.S.O

CONCESSIONS:

A no-compete clause pertaining to local restaurants will be required where applicable.

Are you planning to have any type of concessions?

YES ☒ NO

If YES, has the Florida Health Department approved the food vending Site Plans?

YES ☒ NO

If yes, is the food provided by a Non-Profit _____ or For Profit _____ organization?

Is the food free of charge _____ or for sale _____

N/A

Do all food vendors have a temporary food service permit?

YES ☒ NO

Please list the types of food that will be served:

N/A

Are you requesting any of the following types of cooking equipment be used on site:

Charcoal Grills _____	Sterno _____	Fryers _____	Open fires _____
Propane Grills _____	Refrigerators _____	Smokers _____	Hoods _____
Concession trailers _____	Warmers _____	LP Tanks _____	Other _____

Provide details of dispensing locations here and on Site Plan

ALCOHOL

State license is required to be submitted to the Town at least 30 days prior to the event

Are you planning on selling alcoholic beverages at the event?

☒ YES ☐ NO

If YES, has a liquor permit been obtained from the State of Florida?

☒ YES ☐ NO

Provide details of dispensing locations here and on Site Plan

Provide contact information for all license holders that will be serving alcohol:

VENDORS

A list of all vendors their company name is required for initial approval and final list is required 30 days prior to event and subject to approval (add here or on separate page, and vendor location on Site Plan):

Name	Company	Vendor Type
------	---------	-------------

N/A

ANIMALS

Any exhibition or similar undertaking in which animals are required to participate in performances for the amusement or entertainment of an audience is subject to Town Commission approval.

Are animals included in your event?

YES ☒ NO

If yes, please give details:

FIREWORKS

(Fireworks require a separate permit approval process and application)

Are you requesting approval to discharge fireworks at the event?

YES ☒ NO

SALE OF MERCHANDISE

Are you requesting approval to offer other items for sale at the event?

☒ YES ☐ NO

List items for sale: T-shirts, hats, CD's for Bands

RIDES

Rides or other amusement may require a State of Florida inspection

Copies of contracts with any provider of rides, mechanical devices and amusements shall be submitted to the Town at least 30-days prior to the event.

Are rides to be included in the event?

YES ☒ NO

If yes, please provide the number and description of each type:

Mechanical/Electrical:

Inflatable (bounce house etc.):

Manual (slides, trampolines):

Other:

FIRE WATCH or EMS ONSITE

If required by the Fire Marshall, the applicant shall provide for a fire watch and/or an EMS Crew during the event. Large events or those using combustible materials may require qualified stand-by personnel and the appropriate equipment, the cost of which is the responsibility of the applicant.

First Aid facilities may be required by Town at Event's expense. Initial_____

INSURANCE

Insurance requirements differ depending on the type of event and if alcohol is served.

For events not serving alcohol and without fireworks, the Applicants shall provide a Certificate of Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty days written notice required for cancellation.

Certificate of Liability Insurance naming the Town as additional insured is required from all Event businesses, promoters, and other related event planners

An approved form of a Certificate of Liability Insurance may be required with your Application for approval by the Town Commission and/or shall be provided the Town at least 30 days prior to the event date.

Talk to Town Staff representative if your event proposes serving alcohol or having fireworks about insurance requirements, as both require additional insurance.

Do you and all parties involved have the required insurance coverage needed for this event?

YES NO

EVENT CONDITIONS

Approval for this event shall expire without future action of the Town if all documents such as but not limited to insurance certificates, health and liquor licenses, BSO police detail contract(s), Fire Marshall or Development Services approvals, MOT Plan, Solid Waste Plan, final Site Plan, any monies due to Town, and other material requirements are not submitted at least 30 days prior to the event.

Copies of State and County licenses for all vendors and contractors shall be filed with the Town 30 days in advance of the event. (Final list of vendors and their locations shall be submitted to the Town no later than two weeks prior to the event unless otherwise approved in advance by Town)

If the event is approved by the Commission, they will establish the event conditions that the application shall abide by during the event. Standard Conditions shall include, but are not limited to the following:

- a Permission for this event may be suspended or modified by the Commission, Town Manager or his designated Staff.
- b The Police Chief shall specify the number of BSO detail officers needed for traffic and crowd control. The Applicants shall contract with BSO Detail Office for the detail BSO deputies within ten (10) days of receiving event approval.
- c The Police Chief shall approve the Applicant's Maintenance of Traffic Plan (MOT), if one is required.
- d The Applicants shall submit a solid waste and recycling plan for approval at least 30 days prior to the event to the Municipal Services Director. During the event as needed and at the end of the event, the Applicant shall empty the Town's waste receptacles and recycling bins within the event area and within 100 feet of the event area.
- e Development Services approval and permitted all signage
- f All related Fire Marshall and Building Official's related requirements have been approved
- g Provide proof of additional restroom facilities ordered at least 30 days prior to event
- h The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. All music shall end promptly at 10:30 pm.
- i Turtle Clause: If any of the set-up will take place on the beach sand please avoid any marked sea turtle nests with a minimum buffer of 10 feet.
- j Parking Requirements have been identified, fees paid and listed on site plan
- k The Applicant shall provide a written notice to all properties affected by this event by (date), (30 days in advance) for approval prior to distribution; and confirm in writing which properties have been notified.
- l Clean up Deposit may be imposed, based on the final Site Plan, and due two weeks prior to the event.
- m Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
- n Final Site Plan must be presented for approval at least 48 hours in advance of the event.
- o Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
- p A Damage Deposit may be imposed, based on size of event and location.

- q Any inspections or work required by Town Staff after normal working hours will incur additional costs set forth by the respective department.
- r Applicant shall owe no monies to the Town at the time of the event. There shall be no outstanding fines, moneys, fees, taxes or other charges owed to the Town by the current or past property owners or operators requesting the special event permit. A special event permit will not be issued until all outstanding debts to the Town are paid in full.
- s The Town Manager may suspend permission for this event due to failure of the Applicants to comply with the terms and conditions of the Town's event permit, for health or safety issues, or for the best interests of the Town.
- t The onsite Town representative may terminate an event due to the Applicant not complying with the terms and conditions of the Town's event permit, for health or safety issues, and for such as but not limited to, crowds that exceed the capacity of the event site.

INDEMNIFICATION

Applicant shall indemnify, defend and hold harmless the Town, its officers, agents and employees, from and against any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising directly or indirectly from this Special Event and resulting or accruing from any intentional act or any negligent act, omission or error of Applicant which in turn results in or relates to injuries to body, life, limb or property sustained in, about or upon the Special Event Area, and arising from the use of the Town property.

Applicant shall defend, at its sole cost and expense, any legal action, claim or proceeding instituted by any person against the Town as a result of any claim, suit or cause of action accruing or in any way arising out of this Special Event Application for injuries to body, life, limb or property as set forth above.

Applicant shall save the Town harmless from and against all judgments, orders, decrees, attorneys' fees, costs, expenses and liabilities incurred in and about any claim, and the investigation or defense of them, which maybe entered, incurred or assessed as result of the foregoing.

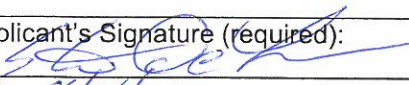
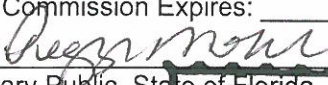
PERMISSION OF THE PROPERTY OWNER

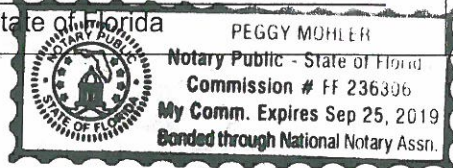
Applicant's and Property Owner's Certification

An event held on property that is not owned by the applicant requires the permission of the property owner, which is granted by having the property owner sign this special event application.

By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

Additions and/or revisions to this application must be submitted in writing.

Applicant	Property Owner
I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.	I give the applicant permission to use my/our property for the proposed special event and I understand the Town's requirements to hold a special event and the information given by the applicant is complete to the best of my knowledge.
Applicant's Signature (required): 	Property owner's Signature (required): _____
Date: <u>8/8/16</u>	Date: _____
Applicant's (Print information below) Name: <u>STEVEN DeLEON</u> Title: <u>owner (part)</u> Organization: <u>Paddy's (Heritage) LLC</u> <u>BBQ Village Grille Pump</u> Telephone: <u>954-776-5840</u> Mobile: <u>305-773-5519</u> Email: <u>steve_deleon@hotmail.com</u>	Property Owner's (Print information below) Name: _____ Title: _____ Organization: _____ Telephone: _____ Mobile: _____ Email: _____
STATE OF FLORIDA: COUNTY OF BROWARD:	STATE OF FLORIDA: COUNTY OF BROWARD:
SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by <u>Steven DeLeon</u> who is personally known to me/provided _____ as identification and who did/did not take an oath.	SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.
My Commission Expires: <u>9/25/19</u>  Notary Public, State of Florida	My Commission Expires: _____ _____ Notary Public, State of Florida



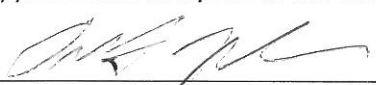
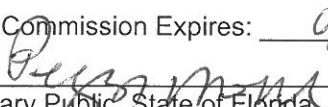
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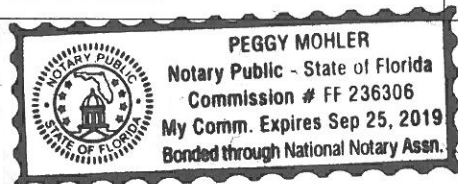
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Applicant's Signature (required): Date: <u>8/27/16</u>	Property owner's Signature (required): Date: _____
Applicant's (Print information below) Name: <u>Anthony DeLa</u> Title: <u>C-M</u> Organization: <u>101 Ocean</u> Telephone: <u>954-776-8101</u> Mobile: _____ Email: <u>anthony@101oceanblts.com</u>	Property Owner's (Print information below) Name: _____ Title: _____ Organization: _____ Telephone: _____ Mobile: _____ Email: _____
STATE OF FLORIDA: COUNTY OF BROWARD:	STATE OF FLORIDA: COUNTY OF BROWARD:
SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by <u>Anthony DeLa</u> who is personally known to me/provided _____ as identification and who did/did not take an oath.	SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.
My Commission Expires: <u>9/25/19</u>  Notary Public, State of Florida	My Commission Expires: _____ _____ Notary Public, State of Florida



SITE PLAN DETAILS

Site Plans often do not include the details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

The following details are intended to be a guide to assist you in developing a Site Plan. A current survey of the property is most helpful. If a survey is not available, a drawing depicting the area of the event should include these details, as necessary. More than a one page Site Plan may be included in your application if details of specific areas are important to your event.

*A detailed map of the event site identifying location of each of the following **MUST** be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.*

Cooking Areas need to be separated from public areas with fences or barricades

Canopy, tents or other covers: locations should include the size, type, & (shelter, vending, food, EMS)

Location:

- The site of the event, with streets, parks and other landmarks identified
- Routes for races, parades, etc.
- Traffic routing and road closures
- Ticket Kiosks
- Access control points
- Signage (*shall be approved by Development Services prior to Application submission to Town Commission*)
- Signs (location, size, color and wording)*

Public Services:

- Fire lanes (emergency access for fire equipment and EMS)
- Restroom facilities (incl. Portable & Private)
- Locate electrical equipment, permanent and temporary (temporary electrical installation (must be to code and approved by Town))
- Trash and Recycling receptacle locations
- Smoking and No Smoking areas
- Pedestrian walkways
- Garbage Cans
- Recycling Bins

Hazard/ Precautions:

- Hazards at the site (ditches, construction areas, obstructions to pedestrian traffic, bodies of water)
- Fencing, barriers, barricades, walls, gates, etc.
- Gasoline, propane, grills, fire, charcoal, generators, any other flammable fuel
- Fuel Storage and dispensing areas
- Fire Extinguishers Minimum size 4A/10BC one every 75 ft of travel. If cooking, Class K or 1 40BC rated Fire Extinguisher for every cooking station or canopy (at discretion of Fire Marshall)
- Generators (shall be approved by Fire Marshall in advance)

Event:

- Canopies, tents, stages (types shall be specified) locations for sales, food service, etc. *Large tents will require Fire Marshall approval of illuminated exit signs and fire extinguishers*
- Vendor locations (booths or tables and approximate size, (Vendor's company names phone numbers and email addresses required on separate page at least 48 hours in advance of the Event)
- Restrooms – Portable and Private
- First Aid facilities
- Trailers, storage, sleeping facilities, service boxes, displays, etc.
- Alcohol serving/consuming areas
- Rides and Amusements, Rides, demonstrations, performance areas and stages including Musicians and Artists

Parking:

- Parking areas, location, parking spaces, and parking space numbers that will be blocked; to load/unload before, during or after the event and the amount of time for each occurrence

Code or Security Enforcement (paid by Event)

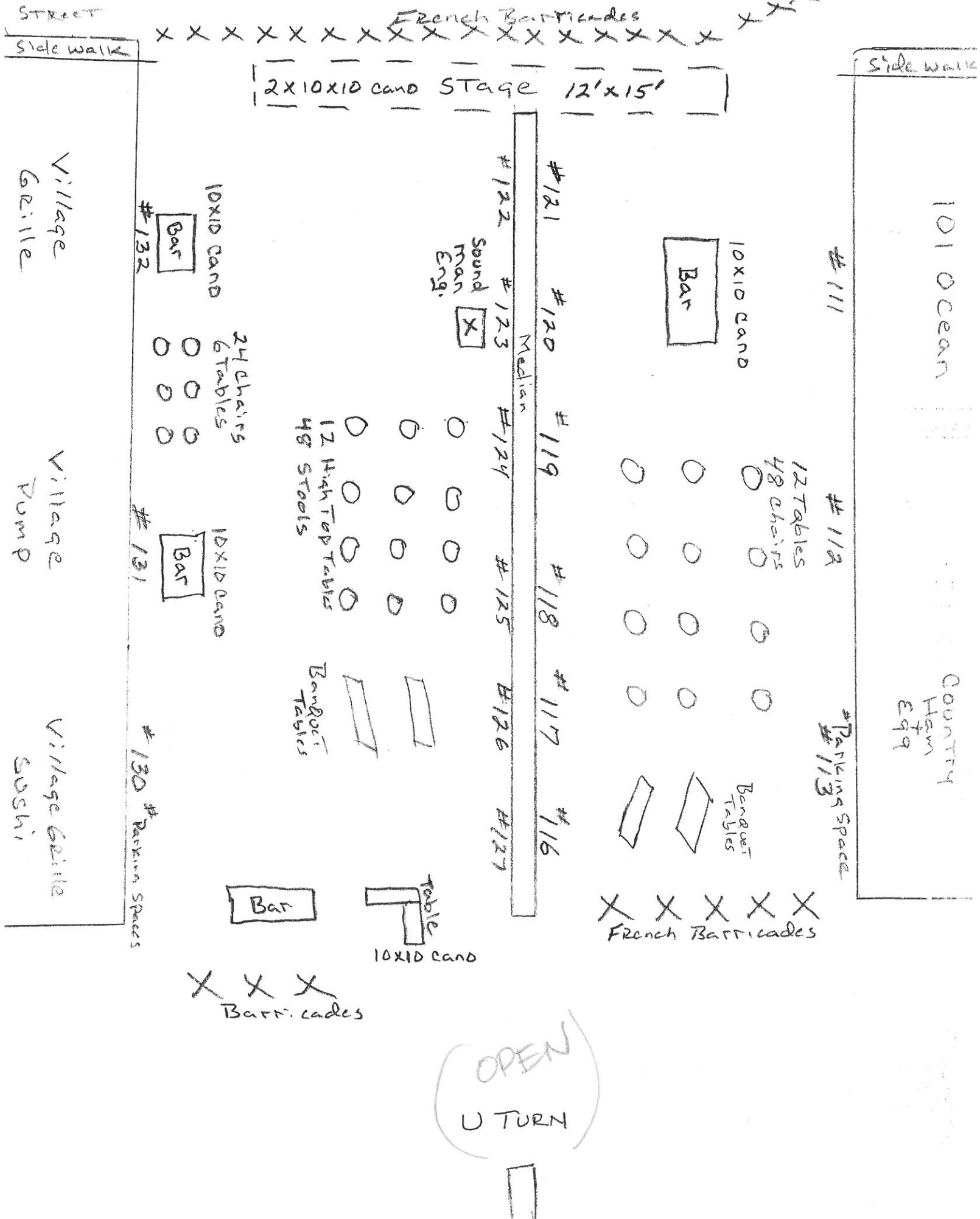
- EMS stand-by or Fire watch areas (include first aid stations)
- Police: Off duty police officers (if known)

DETAILED SITE PLAN

See above for inclusion examples

*A detailed map of the event site identifying location of each of the following **MUST** be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.*

Sketch Attached

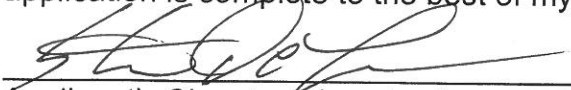


Applicant's Certification

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Additions and/or revisions to this application shall be submitted in writing.

I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.


Applicant's Signature (required)

8/8/16
Date

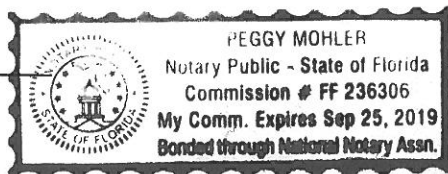
Steven DeLeon owner Village Grille
Applicant's Printed Name and Title/Organization

305-773-5519
Telephone Number

STATE OF FLORIDA:
COUNTY OF BROWARD:

SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida,
by Steve DeLeon who is personally known to me/provided
_____ as identification and who did/did not take an oath.


Notary Public, State of Florida
My Commission Expires:

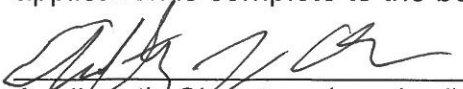


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8/8/16
Date

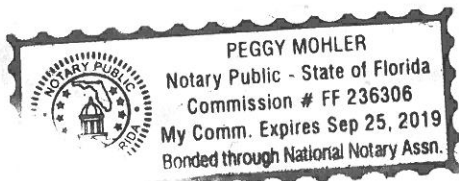
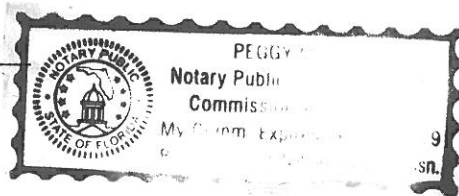
Anthony Delia B.M
Applicant's Printed Name and Title/Organization
101 Oceans

954-226-8101
Telephone Number

STATE OF FLORIDA:
COUNTY OF BROWARD:

SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida,
by Anthony Delia who is personally known to me/provided
as identification and who did/did not take an oath.


Notary Public, State of Florida
My Commission Expires:



Karen Bertocci

From: Debbie Hime
Sent: Wednesday, August 17, 2016 2:01 PM
To: Bethany Banyas; Sharon Foster
Cc: Karen Bertocci
Subject: RE: Special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017

It changes each week depending on the band (band provides).
Debbie

From: Karen Bertocci
Sent: Wednesday, August 17, 2016 1:59 PM
To: Debbie Hime
Subject: FW: Special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017

From: Bethany Banyas
Sent: Wednesday, August 10, 2016 10:55 AM
To: Karen Bertocci
Cc: Sharon Foster
Subject: RE: Special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017

They should include the description of the banner they intend to put on the stage, as required by the special event application (page 6).



BETHANY BANYAS

Code Compliance Inspector

4501 N. OCEAN DRIVE,
LAUDERDALE-BY-THE-SEA, FL 33308

Phone: 954-640-4220 • Fax: 954-634-4654 • bethanyb@lbts-fl.gov

www.lbts-fl.gov • www.lbtsevents.com

From: Karen Bertocci
Sent: Wednesday, August 10, 2016 8:33 AM
To: Bethany Banyas; Brooke (AMR); Bud Bentley; Buz Oldaker; Chris Vincent; Courtney Stanford - Pres LBTS Chamber; Damon Stinson, Site Mgr - Waste Pro; Don Prince; Elliot Sokolow; Fred Wood (BSO Police Chief); GNegron - WastePro; Jack Morell; Judson Hopping, Fire Chief; Leut Thomas Palmer; Linda Connors; Mark Brown; Nate Jowhar; Scot Sasser; Sharon Foster; Steve Paine (LBTSfire.com); Tony Bryan; Recycle
Cc: Bernadette Cadette; Cheryl Louvaris (Fire); Debbie Hime; Juliana Cardona; Karen Bertocci; Karen Gates; Leroy

Chasmer; Recycle; Steve D'Oliveira; Tedra Smith; Tiana Ganswith

Subject: Special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017

Good morning,

Please see attached special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017. Reply with any comments, and if you have no comments please reply with "None."

Thank you,



KAREN BERTOCCI

Senior Office Specialist

4501 N. OCEAN DRIVE,

LAUDERDALE-BY-THE-SEA, FL 33308

Phone: 954-640-4203 • Fax: 954-640-4236 • karenb@lbts-fl.gov

www.lbts-fl.gov • www.lbtsevents.com

Karen Bertocci

From: Courtney Stanford <president@lbts.com>
Sent: Saturday, August 13, 2016 7:22 AM
To: Chief Judson Hopping
Cc: Karen Bertocci; Bethany Banyas; Brooke (AMR); Bud Bentley; Buz Oldaker; Chris Vincent; Damon Stinson, Site Mgr - Waste Pro; Don Prince; Elliot Sokolow; Fred Wood (BSO Police Chief); GNegron - WastePro; Jack Morell; Leut Thomas Palmer; Linda Connors; Mark Brown; Nate Jowhar; Scot Sasser; Sharon Foster; Steve Paine (LBTSfire.com); Tony Bryan; Recycle; Bernadette Cadette; Cheryl Louvaris (Fire); Debbie Hime; Juliana Cardona; Karen Gates; Leroy Chasmer; Steve D'Oliveira; Tedra Smith; Tiana Ganswith
Subject: Re: Special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017

None

Sent from my iPhone

On Aug 12, 2016, at 4:45 PM, Chief Judson Hopping <jhopping@lbtsfire.com> wrote:

None

Best regards,

Judson Hopping
Fire Chief
Lauderdale-By-The-Sea VFD
Ofc. (954) 640-4253
Cel. (954) 868-7776
e-mail: jhopping@lbtsfire.com
www.lbtsfire.com

From: Karen Bertocci [<mailto:Karenb@lauderdalebythesea-fl.gov>]
Sent: Wednesday, August 10, 2016 8:33 AM
To: Bethany Banyas; Brooke (AMR); Bud Bentley; Buz Oldaker; Chris Vincent; Courtney Stanford - Pres LBTS Chamber; Damon Stinson, Site Mgr - Waste Pro; Don Prince; Elliot Sokolow; Fred Wood (BSO Police Chief); GNegron - WastePro; Jack Morell; Judson Hopping, Fire Chief; Leut Thomas Palmer; Linda Connors; Mark Brown; Nate Jowhar; Scot Sasser; Sharon Foster; Steve Paine (LBTSfire.com); Tony Bryan; Recycle
Cc: Bernadette Cadette; Cheryl Louvaris (Fire); Debbie Hime; Juliana Cardona; Karen Bertocci; Karen Gates; Leroy Chasmer; Recycle; Steve D'Oliveira; Tedra Smith; Tiana Ganswith
Subject: Special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017

Good morning,

Please see attached special event application - Village Grille and 101 Ocean Friday Night Music November 2016 - May 2017. Reply with any comments, and if you have no comments please reply with "None."

Thank you,

<image001.png>

KAREN BERTOCCI

Senior Office Specialist

4501 N. OCEAN DRIVE,

LAUDERDALE-BY-THE-SEA, FL 33308

Phone: 954-640-4203 • Fax: 954-640-4236 • karenb@lbts-fl.gov

www.lbts-fl.gov • www.lbtsevents.com

Total Control Panel

[Login](#)

To: karenb@lauderdalebythesea-fl.gov

Message Score: 50

High (60): **Pass**

From: president@lbts.com

My Spam Blocking Level: Medium

Medium (75): **Pass**

Low (90): **Pass**

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This message was delivered because the content filter score did not exceed your filter level.



Agenda Memorandum

Administration

Department

Debbie Hime

Special Projects Coordinator

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Consent

SUBJECT TITLE: Special Event Application for a Public Menorah Lighting Ceremony proposed for Thursday, December 29, 2016

EXPLANATION: Chabad Lauderdale-By-The-Sea has submitted the attached Special Event Application (**Exhibit 1**) requesting Commission approval to hold a public Menorah lighting ceremony at the Beach Pavilion on Commercial Boulevard on Thursday, December 29, 2016 between 6:00 p.m. and 8:00 p.m. This event has previously been held in the Ocean Plaza (now Connie Hoffmann Plaza) except for the 2013 event, which was held at El Prado Park because of the Commercial streetscape construction.

The Applicant anticipates approximately 100 spectators will attend the event, which will include live Chanukah music. Set up begins at 3:00 p.m. and the area will reopen at 10:00 p.m.

Event Set Up	3:00 PM
Event Start Time	6:00 PM
Event Stop Time	8:00 PM
Clean Up Completed by	10:00 PM

The applicant is requesting waiver of the \$100 special event application fee, the \$425 Out-of-Town 501c charitable organization rental fee for the Ocean Plaza, and the Town \$25 electrical service fee. Because the Menorah lighting ceremony predates the Town's plaza use fees, the Commission has waived the plaza use fee for this event in the past and the waiver of those fees is reflected in Condition 1. This is consistent with the Commission's decision to waive the fees for the Community Church's Easter Sunrise Service in the past.

The Applicant also requests:

1. The Town waives the parking fee for 5 parking spaces (#3137, #138, #139, #140, and #141) from 2:00 to 10:00 p.m. for the day.
2. The Town co-sponsors the event by contributing \$2,000 and paying the cost of all Town services.

July 21, 2016, request from the Rabbi Singer:

Ever since the first public menorah on record in the US was lit at Independence Mall in 1974, the unifying initiative of public menorah lightings has become a sensation at prestigious, even unimaginable locations such as in the White House with the participation of the President and the First Lady, the Sydney Opera House, Moscow's Red Square, Berlin's Brandenburg Gate, Hong Kong Harbor, the Eiffel Tower in Paris, and Independence Mall in Philadelphia. We light these menorahs in towns and cities as an overall celebration of values held by many peoples and communities. By publicly participating in the seasonal festival of lights, we

Agenda Memorandum

Page 2



actively reaffirm the celebration of our freedom, inspired by the historic Maccabees' victory of right over might, the miracle of light over darkness, and understanding and justice over intolerance and bigotry. These values are not exclusive to Judaism and our event is open to all.

Sponsorship of this event will demonstrate the Town's commitment to community, cultural diversity, as well as the values of justice and tolerance. As part of the Town's sponsorship, we will also be willing to print the Town's logo on all flyers, emails, websites, tee shirts, and other venues.

In addition, the event also benefits local businesses. In the past, our festival of lights event has been attended by the town's citizens of all backgrounds. While there, they visit local businesses. The event also brings in people from outside of Lauderdale by the Sea who support local businesses in the area during and after the event.

The total cost of the event including food, entertainment, music, rentals, raffle prizes, promotions and labor is approximately \$10,000. We respectfully request the following from the Town as a sponsor:

1. Waive all Town application and rental fees.
2. Contribution of \$2,000 to the cost of the event.

As the Town Attorney has advised in the past, it is not appropriate for the Town to sponsor or co-sponsor religious events, and the Town has not sponsored either this event or the Easter service event.

RECOMMENDATION: We recommend approval of the event with the following conditions:

1. The Town will waive the \$100 application fee, the \$425 Ocean Plaza rental fee and the \$25 fee for the use of Town electric, and the parking fees of \$50 for a total of \$575.
2. The Police Chief will:
 - a. Specify the number of BSO detail officers needed for traffic and crowd control; and,
 - b. Arrange for the number of detail BSO deputies required to work on public property for crowd and traffic control. The Applicant will reimburse the Town for this expense.
3. The attendees will be directed to the public bathrooms at the El Mar Plaza.
4. The event site will be organized in a safe manner to protect attendees. All electrical cords and similar materials will be covered to avoid a trip hazard.
5. Tables, chairs, stage, equipment, etc., will not interfere with pedestrian walkways, ingress or egress.
6. The applicant will keep the sidewalks next to the event site and within the event site open and clear for pedestrian traffic.
7. The event will be operated so as not to violate the Town's Code with special care regarding the noise levels in Chapter 13.
8. Setup of the event will start at about 3:00 PM and the area will be cleaned and open by 10:00 PM.
9. The Applicant will submit a solid waste and recycling plan for approval at least 30 days prior to the event to the Municipal Services Director. The Applicant will provide additional waste receptacles and

Agenda Memorandum

Page 3



recycling bins. During the event as needed and at the end of the event, the Applicant will empty all of the waste receptacles and recycling bins and pick up litter within the event site and 100 feet of the site.

10. The Applicant will provide proof of additional restroom facilities ordered at least 30 days prior to event.
11. The event and its approved sound systems will be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. All music will end promptly at 8:00 PM.
12. Power supply needed will not exceed Town's power supply of 20 amps.
13. The Applicant will provide written notice to all properties affected by this event by November 29, 2016. The notice and distribution area will be approved by the Town prior to distribution.
14. At least thirty (30) days prior to the event, the Applicant will provide a Certificate of Liability Insurance that meets all of the insurance requirements of Chapter 17, Section 17-9.
15. Final Site Plan must be approved at least 48 hours in advance of the event.
16. Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
17. Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
18. Any inspections or work required by Town Staff after normal working hours will incur additional costs set forth by the respective department.
19. Upon showing by the Applicant of a valid reason, or if required by the Town, the Town Manager may approve minor logistical changes that are consistent with the Commission's policy direction on special events.
20. The Applicant will meet the following minimum insurance requirements per Ordinance 2015-06, which may be modified by action of the Town Commission for a specific event:
 - a. Prior to issuance of the requested permit, proof of commercial general liability insurance, whether through a single policy, or a combination of policies, in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage.
 - b. No required policy will have a deductible or self-insurance retention greater than \$15,000.
 - c. All policies must be issued by companies authorized to do business in the State of Florida and rated A- or better per Best's Key Rating Guide, latest edition. The certification of insurance will provide for the Town to receive 30 days' written notice prior to any cancellation, non-renewal or material change in the coverage provided, unless the insurance company refuses to provide such notice, as evidenced by affidavit of the policy holder or written documentation from the insurance company. In any event, the Applicants will be held responsible for providing the Town notice of any change in insurance coverage. The Town will be named as an additional insured on all required insurance policies, and an endorsement reflecting this requirement will be issued as part of any required policies. The Applicants will provide an original certificate of insurance as evidence of continued coverage prior to any annual renewal of the permit. Failure to comply with these requirements will justify a denial, suspension or revocation of the requested approval by the Town Manager or designee.
 - d. In the event that control of any applicable event or activity, by contract or other arrangement, becomes the responsibility of a party other than the Applicant (the "sub-applicant"), the sub-applicant will provide insurance and indemnification meeting the requirements of this Section under which the Applicant is applying, as if they were the Applicant and will be held responsible for compliance with the Town Code as if the sub-applicant were the Applicant.

Agenda Memorandum

Page 4



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21. In the event that insurance certificates, licenses and other material requirements are not provided by the required dates, the approval for this event will expire unless the Town Manager finds there are extenuating circumstances that the event sponsors have cured or can immediately cure without compromising the health, welfare and safety of the citizens of the Town of Lauderdale-By-The-Sea and those attending the event without increasing the administration costs of the Town.
 22. Applicant will owe no monies to the Town at the time of the event. There will be no outstanding fines, moneys, fees, taxes or other charges owed to the Town by the current or past property owners or operators requesting the special event permit. A special event permit will not be issued until all outstanding debts to the Town are paid in full.
 23. The Town Manager may suspend permission for this event due to construction activities, failure of the Applicants to comply with the terms and conditions of the Town's event permit, for health or safety issues, or for the best interests of the Town.
 24. The onsite Town representative may terminate an event due to the Applicant not complying with the terms and conditions of the Town's event permit, for health or safety issues, and for such as but not limited to, crowds that exceed the capacity of the event site.

Exhibits: 1. Special Event Application**Reviewed by Town Attorney:**

<input checked="checked" type="checkbox"/>	Yes	<input type="checkbox"/>	No
--	-----	--------------------------	----

File: T:\0 Agenda\9-12-16 Commission\Admin\Public Menorah Lighting\9-12-16 AM Menorah Lighting Event V9-9.docx

JUL 20 2016

TOWN MANAGER

SPECIAL EVENT APPLICATION INFORMATION



For your event to be considered by the Town Commission, a fully completed application must be submitted at least 60 days prior to the date of the event.

This application is available in Word format at www.lbts-fl.gov/town/docs.htm. If possible please use the Word document and your computer to complete the application.

An application is not considered complete unless it includes:

1. A full description of the proposed event,
2. A detailed site plan (*very important!*),
3. All required documents, and
4. The application fee.

A meeting with Special Events Permitting is required before submitting a Special Event Application. Questions? Call our Special Projects Coordinator at 954-640-4200 or email debbieh@lbts-fl.gov.

4205

Payment of Special Event Permit fee is required at the time of Application submission via hand delivery or by mail to:

**Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308**

A Special Event shall be approved by the Town Commission before an event is advertised to the public. A special event is defined as a concert, festival, race, walk, carnival, show, exhibition, parade, or any other similar outdoor event whether operated totally outdoors, on stage, under tents, or with the use of any temporary building or structure, ***to which members of the public are invited as participants or spectators.***

Please review the Town's special event requirements by clicking on: https://www.Special_Event_Requirements
Or download a copy of the Special Event Requirements from our website and review them before submitting your application.

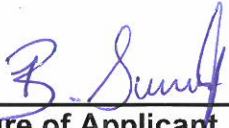
Important to remember:

1. Your event is approved by the Town Commission with "Conditions" that must be met or your event is cancelled. READ and understand the Conditions. *Talk with us if you have questions.*
2. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction, providing the Town evidence of all required insurances, and providing evidence of organization and/or charity.
3. You have to file all of the required documents shall be provided not later than 30 days prior to the event date or the event authorization terminates (unless prior arrangements have been approved by Town).
 - a. Insurance
 - b. Vendor lists and licenses

c. File site plan

4. Parking is limited in Lauderdale-By-The-Sea, and will be a consideration when approving your event.
5. You may have to obtain permits from the Building & Fire Departments to meet Florida Building Code and Fire Code standards.
6. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction.

I (Applicant) have read and fully understand the above:



Signature of Applicant

Print Name: BENZION SINGER

JUL 20 2016

TOWN MANAGER

**SPECIAL EVENT APPLICATION**

Submit this completed application at least 60 days prior to the proposed date of your event.

DETAILED SITE PLAN REQUIRED (see details at end of application)

Site Plans often do not include details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

Once you have completed the written portion of the application, provide a Site Plan on the last page or attach separately to this application.

Name of Event: PUBLIC MENORAH LIGHTING

Event Purpose, Description and Activities:

New Event or Returning Event ✓ Previous Attendance 100

Day(s) and Date(s) of Event: THURSDAY, DEC 29, 2016

Proposed location of the Event (location, streets, landmarks): Ocean Plaza
BEACH PAVILLION, E. COMMERCIAL BLVD.

How many people do you anticipate on site at any peak time?

Participants: NA #Spectators 100 #Adult volunteers: 10

Please complete the following table:

Activity	Day	Time
Start of set-up:	<u>12-29-16</u>	<u>3:00</u>
Start time of the Event:	<u>12-29-16</u>	<u>6:00</u>
EVENT		
End time of the Event:	<u>12-29-16</u>	<u>8:00</u>
Start of Clean up:	<u>12-29-16</u>	<u>8:00</u>
Clean-up completed by: (Site restored to original condition)	<u>12-29-16</u>	<u>10:00</u>

Name and address of host or sponsoring organization:

CHABAD LAUDERDALE BY THE SEA

Is applicant a Non-Profit Organization?

YES ☒ NO

Please attach Organization's proof of 501c3 IRS exemption, background, history, accomplishments, and other events:

Person submitting Application ("Responsible Party"):

Name BENZION SINGER

Mailing address: 4747 N. OCEAN DR. #238, ~~LAUDERDALE BY THE SEA~~ ^{SEA RANCH LAKES} FL 33308

Phone: 954-607-1104

Mobile phone: 954-263-7692

Email: rabbi@jewishlauderdale.com Fax:

Representative(s) who will be at each day of the event:

Name(s): BENZION SINGER

Mailing address: SAME AS PERSON SUBMITTING APPLICATION.

Phone:

Mobile phone:

Evening phone:

Fax:

Email:

Add information as necessary

Will you have an event contractor or planner?YES ☐ NO ☒

If yes, please provide the contact information of your event contractor (event planner)

Name:

Company Name:

Business Address:

Company Email:

Phone Office:

Phone Mobile:

List contractors that will be on site before, during or after the event (use separate page if needed) – final list required 30 days prior to event.**Request for Town Involvement:**

Are you requesting the Town be involved with this event in any way?

YES ☐ NO ☒

If yes, describe services requested, if any:

STATEMENT OF BENEFIT

If the applicant is seeking sponsorship/co-sponsorship from the Town of Lauderdale-By-The-Sea, a Statement of Benefit is required by Town Code (dh to add link) and shall be included here or attached to this application.

If the Town is a sponsor or co-sponsor of the event, the Applicant shall keep financial records of the event sufficient to document all revenues and expenditures. These records shall be available at reasonable time within Broward County for inspection by the Town.

(Insert here or denote if attached)

WE ARE kindly requesting rental and application fee to be waived.

FEES

Are there fees or donations collected on site from the participants or spectators?

YES

NO

If yes, provide details:

SOUND SYSTEMS

The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. Violations of the Town's noise ordinance are grounds for the immediate termination of the source of the noise and may be grounds to terminate the event.

Do you plan to use amplified sound? Provide details, time and location, and if you require electrical connections for:

- ☒ Proposed amplified sound/speaker system:
- ☒ Proposed live music: List genre, type, ambiance: APPROPRIATE CHANUKA MUSIC
- ☐ Planned recorded music
- ☒ Do you require electrical connections for any of the above? Please give details:
USE OF AVAILABLE OUTLETS AS IN PREVIOUS YEARS.

CLEAN EVENT STANDARDS

Keeping the event area clean during the event and immediately following the event, including trash removal, walkways, and streets, is the responsibility of the applicant. See Clean Up Deposit under Conditions

Please note that, except for very small events, all events shall provide a recycling plan and follow recycling requirements. See Recycling Requirements under Conditions. For more info email recycle@lbts-fl.gov.

Name the contractor or organization (including contact information) who is responsible for your Event's recycling:

Name: CHABAD LAUDERDALE BY THE SEA

Email: rabbi@jewishlauderdale.com

Address: 4747 N. OCEAN DR. SUITE 238

SDR, FL 33309

Daytime phone: 954-607-1104

Mobile phone: 954-263-7692

TENTS, CANOPIES, STAGES, BLEACHERS

Tents are generally defined as temporary structures having two or more sidewalls or drops.

A canopy is a tent without sides.

All Tents, canopies larger than 120 sq. ft., multiple canopies without separation, and stages require a building permit. The use of tents or large canopies require approval of the LBTS Fire Marshal and are required to have building permits obtained via LBTS Building Dept prior to Event. Manufacture labels are required to be attached to the tents and canopies.

Rental agencies shall provide documentation of the flame spread labeling of 25 or less submitted with application. All canopies larger than 120 sq. ft. shall submit copies the manufacture's labels attached to the tents or canopies with application.

Stages and bleachers shall include product approvals that are supplied by the manufacturer.

Indicate if any of the following will be assembled at the event and include locations on Site Plan. List sizes and numbers of each:

Tents: 0

Canopies: 0

Stages: 1

Bleachers: 0 list size and max load:

if permitted - would use stage owned by village pump as in last year)

UTILITIES

All utilities requirements shall be approved by the Director of Development Services and the Fire Marshall prior to Application submission to Town Commission.

Depending on location of event, electrical and/or water may be available from the Town for a fee.

Electrical Requirements: Electrical work requires an Electrical Building Permit.
Generators over 5KW require an Electrical Building Permit.
A Florida Licensed Electrical Contractor is required to obtain permits.

All electrical requests shall meet the requirements of the Florida Building Code with final approval from the Town's Building Official at least 30 days prior to the event. Contractor is required to schedule and successfully complete inspection of work prior to event opening. Florida Building Code 101.4.1, 105.4.5.

Will any **electrical equipment be installed** in conjunction with the Special Event? (i.e. lighting in tents, outlets for cooking, stages, etc.)

Yes ☒ NO ☐

@ Plaza for Sound/Music

If the Event requires the following on public property, list what equipment is to be installed and locations (include voltage, amperage, and phases of wiring) as well as company name providing the equipment. Describe below, include location and use, and also include locations on Site Plan:

~~_____ Electrical power:~~

~~_____ Water:~~

~~_____ Gas, propane, BBQ grills, generators:~~

~~_____ Fuel Storage:~~

NA

SIGNAGE

All signage shall be included in the application if you wish to exceed the Town Code requirements. Signage shall be reviewed by Development Services (LindaC@lbts-fl.gov) before Application is submitted to Town Commission). No signage shall be installed without permit.

Information on signage shall include location, colors, size and number of signs. Indicate signage to be placed in any right of way that directs traffic to the event and their approximate size.

Are you requesting permission to erect signage for this event?

YES NO

For each sign please provide:

1 BANNER SIZE 3X8 SQ FT, BEHIND STAGE

Description, number of signs, proposed dates, location, size of signs in square feet and letter size:

Include sign locations on detailed Site Plan or attach a separate sheet.

RESTROOMS (show on Site Plan)*The number of portable toilets required depends on the number of attendees, length and type of event, as determined by the Building Official.*

Local businesses that have more than the required number of restroom facilities that allow their facilities to be used may count towards the extra restroom facilities required.

If event is downtown, permit holder is required to obtain written approval from restaurants to allow participants to use their restroom facilities.

Number of restroom facilities required by Town: TBD

Number of additional restroom facilities, and type, that will be on event site: _____

(Show on Site Plan)

STREET CLOSURES*Street closures may be required at the Event's expense*

Are you requesting that any public streets be closed for the event? YES NO

I don't know, please advise _____

If yes, indicate the streets and blocks and times the closure is requested:

TRAFFIC CONTROL/BARRICADES*A traffic control contractor may be required for events which require barricades or traffic control signage.*

Please list your traffic control contractor, if applicable:

VEHICLES*Vehicles are not allowed to drive or park on Town property or park grounds due to damage to underground irrigation systems and to the sod. Applicant shall be responsible for restoration of any damage to Town property.*

Are you requesting to drive or park on town property or park grounds:

YES NO

If you are requesting that vehicles be permitted to drive or park on Town property, please indicate the type(s) of vehicles, the locations, and times they would be parked. Must be approved by Town's Parking Department prior to Event.

LOADING/UNLOADING: If you are requesting that vehicles be permitted to load/unload in non-metered areas, please indicate the location and times loading and unloading would occur:

ENTERTAINMENT, CHAIRS, FOOD AND SUPPLIES DROP OFF / PICK UP AT PAVILION.

TRAFFIC CONTROL PLAN

*Parking exemptions shall be approved by Assistant Town Manager prior to Application submission to Town Commission).
Town may block spaces for safety and other reasons at the expense of the Event.*

Include detailed Site Plan indicating how on and off street parking will be accommodated.

Are you requesting the reservation of any Town parking meter spaces for the event?

☒ YES ☐ NO

If yes, provide the meter numbers on the Site Plan and purpose for which they will be used.

NO SPECIFIC METER NUMBERS REQUIRED, NEED 5 SPACES.

All parking meter fees are paid 30 days prior to the event (one permit says 2 weeks prior)

Are you requesting the use or blocking of any parking spaces for the event?

5 PARKING PERMITS FOR STAFF, FROM 3:00 TO 10:00

☒ YES ☒ NO

If yes, please include on Site Plan.

OFF DUTY POLICE/CODE COMPLIANCE OFFICERS

Off duty police officers are required, at the applicant's expense, for street closures, events with alcohol, or large crowds, as determined by the Sheriff's Department. Large events may require a code compliance officer to ensure compliance with Town codes.

Do you anticipate needing off duty police officers for your event?

YES ☒ NO

Do you anticipate needing code compliance officers for your event?

YES ☒ NO

CONCESSIONS:

A no-compete clause pertaining to local restaurants will be required where applicable.

Are you planning to have any type of concessions?

☒ YES ☒ NO

If YES, has the Florida Health Department approved the food vending Site Plans?

YES ☒ NO

If yes, is the food provided by a Non-Profit ☒ or For Profit ☐ organization?

Is the food free of charge ☒ or for sale ☐

Do all food vendors have a temporary food service permit?

YES ☐ NO

NO VENDORS - SPONSORING ORGANIZATION - CHARAD SUPPLIES FOOD.

Please list the types of food that will be served:

PASTRIES, POTATO LATKES

Are you requesting any of the following types of cooking equipment be used on site:

Charcoal Grills <input checked="" type="checkbox"/>	Sterno <input checked="" type="checkbox"/>	Fryers <input checked="" type="checkbox"/>	Open fires <input checked="" type="checkbox"/>
Propane Grills <input checked="" type="checkbox"/>	Refrigerators <input checked="" type="checkbox"/>	Smokers <input checked="" type="checkbox"/>	Hoods <input checked="" type="checkbox"/>
Concession trailers <input checked="" type="checkbox"/>	Warmers <input checked="" type="checkbox"/>	LP Tanks <input checked="" type="checkbox"/>	Other <input checked="" type="checkbox"/>

Provide details of dispensing locations here and on Site Plan

ALCOHOL

State license is required to be submitted to the Town at least 30 days prior to the event

Are you planning on selling alcoholic beverages at the event?

YES ☒ NO

If YES, has a liquor permit been obtained from the State of Florida?

YES ☐ NO

Provide details of dispensing locations here and on Site Plan

Provide contact information for all license holders that will be serving alcohol:

VENDORS

A list of all vendors their company name is required for initial approval and final list is required 30 days prior to event and subject to approval (add here or on separate page, and vendor location on Site Plan):

Name

Company

Vendor Type

ANIMALS

Any exhibition or similar undertaking in which animals are required to participate in performances for the amusement or entertainment of an audience is subject to Town Commission approval.

Are animals included in your event?

YES ☒ NO

If yes, please give details:

FIREWORKS

(Fireworks require a separate permit approval process and application)

Are you requesting approval to discharge fireworks at the event?

YES ☒ NO**SALE OF MERCHANDISE**

Are you requesting approval to offer other items for sale at the event?

YES ☒ NO

List items for sale:

RIDES

Rides or other amusement may require a State of Florida inspection

Copies of contracts with any provider of rides, mechanical devices and amusements shall be submitted to the Town at least 30-days prior to the event.

Are rides to be included in the event?

YES ☒ NO

If yes, please provide the number and description of each type:

Mechanical/Electrical:

Inflatable (bounce house etc.):

Manual (slides, trampolines):

Other:

FIRE WATCH or EMS ONSITE

If required by the Fire Marshall, the applicant shall provide for a fire watch and/or an EMS Crew during the event. Large events or those using combustible materials may require qualified stand-by personnel and the appropriate equipment, the cost of which is the responsibility of the applicant.

First Aid facilities may be required by Town at Event's expense. Initial B-E

INSURANCE

Insurance requirements differ depending on the type of event and if alcohol is served.

For events not serving alcohol and without fireworks, the Applicants shall provide a Certificate of Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty days written notice required for cancellation.

Certificate of Liability Insurance naming the Town as additional insured is required from all Event businesses, promoters, and other related event planners

An approved form of a Certificate of Liability Insurance may be required with your Application for approval by the Town Commission and/or shall be provided the Town at least 30 days prior to the event date.

Talk to Town Staff representative if your event proposes serving alcohol or having fireworks about insurance requirements, as both require additional insurance.

Do you and all parties involved have the required insurance coverage needed for this event?

☒ YES ☐ NO

EVENT CONDITIONS

Approval for this event shall expire without future action of the Town if all documents such as but not limited to insurance certificates, health and liquor licenses, BSO police detail contract(s), Fire Marshall or Development Services approvals, MOT Plan, Solid Waste Plan, final Site Plan, any monies due to Town, and other material requirements are not submitted at least 30 days prior to the event.

Copies of State and County licenses for all vendors and contractors shall be filed with the Town 30 days in advance of the event. (Final list of vendors and their locations shall be submitted to the Town no later than two weeks prior to the event unless otherwise approved in advance by Town)

If the event is approved by the Commission, they will establish the event conditions that the application shall abide by during the event. Standard Conditions shall include, but are not limited to the following:

- a Permission for this event may be suspended or modified by the Commission, Town Manager or his designated Staff.
- b The Police Chief shall specify the number of BSO detail officers needed for traffic and crowd control. The Applicants shall contract with BSO Detail Office for the detail BSO deputies within ten (10) days of receiving event approval.
- c The Police Chief shall approve the Applicant's Maintenance of Traffic Plan (MOT), if one is required.
- d The Applicants shall submit a solid waste and recycling plan for approval at least 30 days prior to the event to the Municipal Services Director. During the event as needed and at the end of the event, the Applicant shall empty the Town's waste receptacles and recycling bins within the event area and within 100 feet of the event area.
- e Development Services approval and permitted all signage
- f All related Fire Marshall and Building Official's related requirements have been approved
- g Provide proof of additional restroom facilities ordered at least 30 days prior to event
- h The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. All music shall end promptly at ____ pm.
- i Turtle Clause: If any of the set-up will take place on the beach sand please avoid any marked sea turtle nests with a minimum buffer of 10 feet.
- j Parking Requirements have been identified, fees paid and listed on site plan
- k The Applicant shall provide a written notice to all properties affected by this event by (date), (30 days in advance) for approval prior to distribution; and confirm in writing which properties have been notified.
- l Clean up Deposit may be imposed, based on the final Site Plan, and due two weeks prior to the event.
- m Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
- n Final Site Plan must be presented for approval at least 48 hours in advance of the event.
- o Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
- p A Damage Deposit may be imposed, based on size of event and location.

- q Any inspections or work required by Town Staff after normal working hours will incur additional costs set forth by the respective department.
- r Applicant shall owe no monies to the Town at the time of the event. There shall be no outstanding fines, moneys, fees, taxes or other charges owed to the Town by the current or past property owners or operators requesting the special event permit. A special event permit will not be issued until all outstanding debts to the Town are paid in full.
- s The Town Manager may suspend permission for this event due to failure of the Applicants to comply with the terms and conditions of the Town's event permit, for health or safety issues, or for the best interests of the Town.
- t The onsite Town representative may terminate an event due to the Applicant not complying with the terms and conditions of the Town's event permit, for health or safety issues, and for such as but not limited to, crowds that exceed the capacity of the event site.

INDEMNIFICATION

Applicant shall indemnify, defend and hold harmless the Town, its officers, agents and employees, from and against any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising directly or indirectly from this Special Event and resulting or accruing from any intentional act or any negligent act, omission or error of Applicant which in turn results in or relates to injuries to body, life, limb or property sustained in, about or upon the Special Event Area, and arising from the use of the Town property.

Applicant shall defend, at its sole cost and expense, any legal action, claim or proceeding instituted by any person against the Town as a result of any claim, suit or cause of action accruing or in any way arising out of this Special Event Application for injuries to body, life, limb or property as set forth above.

Applicant shall save the Town harmless from and against all judgments, orders, decrees, attorneys' fees, costs, expenses and liabilities incurred in and about any claim, and the investigation or defense of them, which maybe entered, incurred or assessed as result of the foregoing.

PERMISSION OF THE PROPERTY OWNER***Applicant's and Property Owner's Certification***

An event held on property that is not owned by the applicant requires the permission of the property owner, which is granted by having the property owner sign this special event application.

By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

Additions and/or revisions to this application must be submitted in writing.

<i>Applicant</i>	<i>Property Owner</i>
<i>I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.</i>	<i>I give the applicant permission to use my/our property for the proposed special event and I understand the Town's requirements to hold a special event and the information given by the applicant is complete to the best of my knowledge.</i>
Applicant's Signature (required): _____ Date: _____	Property owner's Signature (required): _____ Date: _____
Applicant's (Print information below) Name: Title: Organization: Telephone: Mobile: Email:	Property Owner's (Print information below) Name: Title: Organization: Telephone: Mobile: Email:
STATE OF FLORIDA: COUNTY OF BROWARD:	STATE OF FLORIDA: COUNTY OF BROWARD:
SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.	SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.
My Commission Expires: _____ _____ Notary Public, State of Florida	My Commission Expires: _____ _____ Notary Public, State of Florida

SITE PLAN DETAILS

Site Plans often do not include the details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

The following details are intended to be a guide to assist you in developing a Site Plan. A current survey of the property is most helpful. If a survey is not available, a drawing depicting the area of the event should include these details, as necessary. More than a one page Site Plan may be included in your application if details of specific areas are important to your event.

*A detailed map of the event site identifying location of each of the following **MUST** be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.*

Cooking Areas need to be separated from public areas with fences or barricades

Canopy, tents or other covers: locations should include the size, type, & (shelter, vending, food, EMS)

Location:

- The site of the event, with streets, parks and other landmarks identified
- Routes for races, parades, etc.
- Traffic routing and road closures
- Ticket Kiosks
- Access control points
- Signage (*shall be approved by Development Services prior to Application submission to Town Commission*)
- Signs (location, size, color and wording)*

Public Services:

- Fire lanes (emergency access for fire equipment and EMS)
- Restroom facilities (incl. Portable & Private)
- Locate electrical equipment, permanent and temporary (temporary electrical installation (must be to code and approved by Town)
- Trash and Recycling receptacle locations
- Smoking and No Smoking areas
- Pedestrian walkways
- Garbage Cans
- Recycling Bins

Hazard/ Precautions:

- Hazards at the site (ditches, construction areas, obstructions to pedestrian traffic, bodies of water)
- Fencing, barriers, barricades, walls, gates, etc.
- Gasoline, propane, grills, fire, charcoal, generators, any other flammable fuel
- Fuel Storage and dispensing areas
- Fire Extinguishers Minimum size 4A/10BC one every 75 ft of travel. If cooking, Class K or 1 40BC rated Fire Extinguisher for every cooking station or canopy (at discretion of Fire Marshall)
- Generators (shall be approved by Fire Marshall in advance)

Event:

- Canopies, tents, stages (types shall be specified) locations for sales, food service, etc. *Large tents will require Fire Marshall approval of illuminated exit signs and fire extinguishers*
- Vendor locations (booths or tables and approximate size, (Vendor's company names phone numbers and email addresses required on separate page at least 48 hours in advance of the Event)
- Restrooms – Portable and Private
- First Aid facilities
- Trailers, storage, sleeping facilities, service boxes, displays, etc.
- Alcohol serving/consuming areas
- Rides and Amusements, Rides, demonstrations, performance areas and stages including Musicians and Artists

Parking:

- Parking areas, location, parking spaces, and parking space numbers that will be blocked; to load/unload before, during or after the event and the amount of time for each occurrence

Code or Security Enforcement (paid by Event)

- EMS stand-by or Fire watch areas (include first aid stations)
- Police: Off duty police officers (if known)

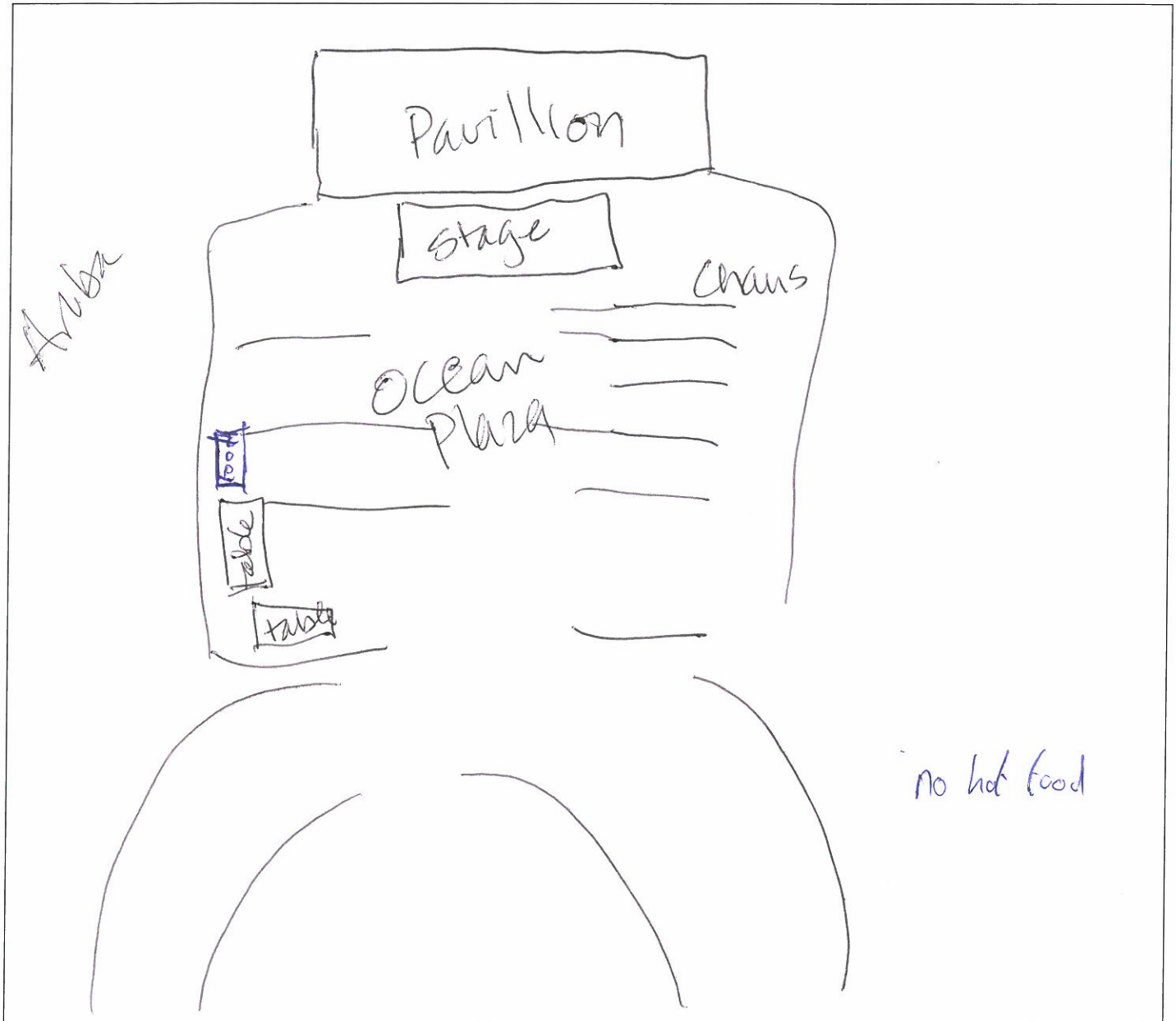
By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

16 | Page

DETAILED SITE PLAN

See above for inclusion examples

A detailed map of the event site identifying location of each of the following **MUST** be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.





Agenda Memorandum

Administration

Department

Debbie Hime

Special Projects Coordinator

COMMISSION MEETING DATE: September 12 , 2016

ITEM CATEGORY: Consent

**SUBJECT TITLE: Kiwanis Shred-A-Thon Event Saturday, October 22, 2016
(Special Event Application)**

EXPLANATION: The LBTS Kiwanis Club is proposing to host a one day Shred-A-Thon fund raiser on Saturday, October 22 from 8:30 to 11:30 a.m. in the parking lot in front of Town Hall.

Set up time begins	8:00 a.m.
Event Begins	8:30 a.m.
Event Ends	11:30 a.m.
Tear Down Completed	12:30 p.m.

The Kiwanis will be asking for a \$5.00 donation per person, with a limit of five boxes per person.

The actual shredder, supplied by Safeguard Document Destruction, will be located in the front parking lot, and thus the 24 (22 plus 2 handicapped) spaces in front and the two spaces adjacent to the north wall of Town Hall will be blocked from 7:00 a.m. until 12:30 p.m. on event day.

Cars will queue on Bougainvillea behind Town Hall, and then be directed to the front parking lot via the access between Town Hall and Jarvis Hall, and then turn south and exit through the south parking lot entrance.

The Kiwanis Club expects between 200 – 300 cars, and will be coordinating their MOT with BSO.

The event application was submitted after the 60 day application deadline, and thus the \$200 event fee has been collected.

They are also requesting to promote the event on the Town's street sign two weeks before the event.

Agenda Memorandum

Page 2



The Kiwanis Club is asking that the 11 parking spots behind Town Hall (closest to the building) be blocked for their volunteers. Here is their map for directional purposes:

Enter from
Bougainvillea Dr.



#1 - 624 to 625
#2-3 600 to 609
#4 610 to 623
#5 624 to 633

No Parking in area 1,2, 3,4 - 22 + 2 + 2 spaces
 Parking for Volunteers 8 spaces
 coned off for entry

Exit to A1A

The Kiwanis Club is requesting Town to waive the fees for the 33 Town Hall parking spaces blocked for the event (33 spaces x 5 hours x \$1.75= \$288.75) and the Special Event Application fee of \$200.00.

RECOMMENDATION: We recommend approval of the event with the following Conditions:

1. The Applicant may use the Town Hall parking areas as requested without fee.
2. Setup of the event will start at about 8:00 a.m. and the area will be cleaned and open by 12:30 p.m.
3. The Police Chief will:
 - a. Specify the number of BSO detail officers needed for traffic and crowd control. The Applicants will contract with BSO Detail Office for the detail BSO deputies within ten (10) days of receiving event approval.

Agenda Memorandum

Page 3



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- b. The Police Chief will approve the Applicant's Maintenance of Traffic Plan (MOT), if one is required.
 - 4. The Applicants will submit a solid waste and recycling plan for approval at least 30 days prior to the event to the Municipal Services Director.
 - 5. All signage will be approved and permitted with Development Services at least 30 days prior to the event.
 - 6. All Fire Marshal and Building Official requirements will be approved prior to the event.
 - 7. Provide proof of additional restroom facilities ordered at least 30 days prior to event.
 - 8. The event and its approved sound systems will be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation.
 - 9. The event site will be organized in a safe manner to protect attendees. All electric cords and similar material will be covered so as to not pose a hazard to the public or event staff, or will be battery operated.
 - 10. Parking requirements have been identified and listed on site plan. All parking fees are due two weeks prior to the event.
 - 11. The Applicant will provide written notice, in a form approved by the Town, to all properties affected by this event by September 22, 2016; and confirm in writing which properties have been notified.
 - 12. Clean up deposit may be imposed, based on the final Site Plan, and due two weeks prior to the event.
 - 13. Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
 - 14. Final site plan will be approved at least 48 hours in advance of the event.
 - 15. Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
 - 16. A damage deposit may be imposed, based on size of event and location.
 - 17. Any inspections or work required by Town Staff after normal working hours will incur additional costs set forth by the respective department.
 - 18. Upon showing by the Applicant of a valid reason, or if required by the Town, the Town Manager may approve minor logistical changes that are consistent with the Commission's policy direction on special events.
 - 19. The Applicant will meet the following minimum insurance requirements per Ordinance 2015-06, which may be modified by action of the Town Commission for a specific event:
 - a. Prior to issuance of the requested permit, proof of commercial general liability insurance, whether through a single policy, or a combination of policies, in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage.
 - b. No required policy will have a deductible or self-insurance retention greater than \$15,000. All policies must be issued by companies authorized to do business in the State of Florida and rated A- or better per Best's Key Rating Guide, latest edition. The certification of insurance will provide for the Town to receive 30 days' written notice prior to any cancellation, non-renewal or material change in the coverage provided, unless the insurance company refuses to provide such notice, as evidenced by affidavit of the policy holder or written documentation from the insurance company. In any event, the Applicants will be held responsible for providing the Town notice of any change in insurance coverage. The Town will be named as an additional insured on all required insurance policies, and an endorsement reflecting this requirement will be issued as part of any required policies. The Applicants will provide an original certificate of insurance as evidence of continued coverage prior to any annual renewal of the permit. Failure to comply with these requirements will justify a denial, suspension or revocation of the requested approval by the Town Manager or designee.
 - c. In the event that control of any applicable event or activity, by contract or other arrangement, becomes the responsibility of a party other than the Applicant (the "sub-applicant"), the sub-applicant will provide insurance and indemnification meeting the requirements of this Section under which the

Agenda Memorandum

Page 4



Applicant is applying, as if they were the Applicant and will be held responsible for compliance with the Town Code as if the sub-applicant were the Applicant.

20. In the event that insurance certificates, licenses and other material requirements are not provided by the required dates, the approval for this event will expire unless the Town Manager finds there are extenuating circumstances that the event sponsors have cured or can immediately cure without compromising the health, welfare and safety of the citizens of the Town of Lauderdale-By-The-Sea and those attending the event, without increasing the administration costs of the Town.
21. Applicant will owe no monies to the Town at the time of the event. There will be no past due fines, moneys, fees, taxes or other charges owed to the Town by the current or past property owners or operators requesting the special event permit. A special event permit will not be issued until all past due amounts to the Town are paid in full.
22. The Town Manager may suspend permission for this event due to failure of the Applicants to comply with the terms and conditions of the Town's event permit, due to conflicting activities, for health or safety issues, or for the best interests of the Town.
23. The onsite Town representative may terminate an event due to the Applicant's not complying with the terms and conditions of the Town's event permit, for health or safety issues, and conditions including but not limited to, crowds that exceed the capacity of the event site.

Exhibits: 1. Kiwanis Club Shred-A-Thon Event Application

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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File: T:\0 Agenda\9-12-16 Commission\Admin\Kiwanis Shred A Thon\9-12-16 AM Kiwanis Shred A Thon.docx



SPECIAL EVENT APPLICATION INFORMATION

For your event to be considered by the Town Commission, a **fully completed** application must be submitted **at least** 60 days prior to the date of the event.

This application is available in Word format at www.lbts-fl.gov/town/docs.htm. If possible please use the Word document and your computer to complete the application.

An application is not considered complete unless it includes:

1. A full description of the proposed event,
2. A detailed site plan (*very important!*),
3. All required documents, and
4. The application fee.

OFFICE OF THE

AUG 31 2016

TOWN MANAGER

A meeting with Special Events Permitting is required before submitting a Special Event Application. Questions? Call our Special Projects Coordinator at 954-640-4200 or email debbieh@lbts-fl.gov.

Payment of Special Event Permit fee is required at the time of Application submission via hand delivery or by mail to:

***Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308***

A Special Event shall be approved by the Town Commission before an event is advertised to the public. A special event is defined as a concert, festival, race, walk, carnival, show, exhibition, parade, or any other similar outdoor event whether operated totally outdoors, on stage, under tents, or with the use of any temporary building or structure, ***to which members of the public are invited as participants or spectators.***

Please review the Town's special event requirements by clicking on: https://www.Special_Event_Requirements
Or download a copy of the Special Event Requirements from our website and review them before submitting your application.

Important to remember:

1. Your event is approved by the Town Commission with "Conditions" that must be met or your event is cancelled. READ and understand the Conditions. *Talk with us if you have questions.*
2. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction, providing the Town evidence of all required insurances, and providing evidence of organization and/or charity.
3. You have to file all of the required documents shall be provided not later than 30 days prior to the event date or the event authorization terminates (unless prior arrangements have been approved by Town).
 - a. Insurance
 - b. Vendor lists and licenses

c. File site plan

4. Parking is limited in Lauderdale-By-The-Sea, and will be a consideration when approving your event.
5. You may have to obtain permits from the Building & Fire Departments to meet Florida Building Code and Fire Code standards.
6. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction.

I (Applicant) have read and fully understand the above:



Signature of Applicant

Print Name: JERRY SELL

**SPECIAL EVENT APPLICATION**

Submit this completed application at least 60 days prior to the proposed date of your event.

DETAILED SITE PLAN REQUIRED (see details at end of application)

Site Plans often do not include details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

Once you have completed the written portion of the application, provide a Site Plan on the last page or attach separately to this application.

Name of Event: KIRKMAN'S L.B.T.S. ONE DAY STREET ACTION

Event Purpose, Description and Activities:

New Event X or Returning Event _____ Previous Attendance 2-300

Day(s) and Date(s) of Event: October 22ND, 2016 (SATURDAY)

Proposed location of the Event (location, streets, landmarks): Town Hall Property

How many people do you anticipate on site at any peak time?

Participants: 10 #Spectators _____ #Adult volunteers: 10

Please complete the following table:

Activity	Day	Time
Start of set-up:	<u>Oct 22, 2016</u>	<u>7. AM</u>
Start time of the Event:	<u>Oct 22, 2016</u>	<u>8. AM</u>
EVENT		
End time of the Event:	<u>Oct 22, 2016</u>	<u>11. AM</u>
Start of Clean up:	<u>Oct 22, 2016</u>	<u>12. PM</u>
Clean-up completed by: (Site restored to original condition)	<u>Oct 22, 2016</u>	<u>12. PM</u>

Name and address of host or sponsoring organization:

Is applicant a Non-Profit Organization?

☒ YES ☐ NO

Please attach Organization's proof of 501c3 IRS exemption, background, history, accomplishments, and other events:

Person submitting Application ("Responsible Party"):

Name: JERRY SEHL
 Mailing address: 4201 N OCEAN DR. LBTS 33308
 Phone: 954.229.1922 Mobile phone:
 Email: jsehl@OANL.NET Fax:

Representative(s) who will be at each day of the event:

Name(s): JERRY SEHL, BILL BEGGS
 Mailing address: 4201 N OCEAN DR. LBTS 33308
 Phone: 954.229.1922 Mobile phone: 954 993-8511
 Evening phone: SAME Fax:
 Email: jsehl@OANL.NET

Add information as necessary

Will you have an event contractor or planner?YES ☐ NO ☐

If yes, please provide the contact information of your event contractor (event planner)

Name: Company Name:
 Business Address: Company Email:
 Phone Office: Phone Mobile:

List contractors that will be on site before, during or after the event (use separate page if needed) – final list required 30 days prior to event.

Request for Town Involvement:

Are you requesting the Town be involved with this event in any way?

☒ YES ☐ NO

If yes, describe services requested, if any:

WAIVING OF PERMIT FEE

STATEMENT OF BENEFIT

If the applicant is seeking sponsorship/co-sponsorship from the Town of Lauderdale-By-The-Sea, a Statement of Benefit is required by Town Code (dh to add link) and shall be included here or attached to this application.

If the Town is a sponsor or co-sponsor of the event, the Applicant shall keep financial records of the event sufficient to document all revenues and expenditures. These records shall be available at reasonable time within Broward County for inspection by the Town.

(Insert here or denote if attached)

FEES

Are there fees or donations collected on site from the participants or spectators?

If yes, provide details: \$5.00 per person with 5-Boxes **YES** NO
per person max.

SOUND SYSTEMS

The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. Violations of the Town's noise ordinance are grounds for the immediate termination of the source of the noise and may be grounds to terminate the event.

Do you plan to use amplified sound? Provide details, time and location, and if you require electrical connections for:

NO Proposed amplified sound/speaker system:

NO Proposed live music: List genre, type, ambiance:

NO Planned recorded music

NO Do you require electrical connections for any of the above? Please give details:

CLEAN EVENT STANDARDS

Keeping the event area clean during the event and immediately following the event, including trash removal, walkways, and streets, is the responsibility of the applicant. See Clean Up Deposit under Conditions

Please note that, except for very small events, all events shall provide a recycling plan and follow recycling requirements. See Recycling Requirements under Conditions. For more info email recycle@lbts-fl.gov.

Name the contractor or organization (including contact information) who is responsible for your Event's recycling:

Name:

Email:

Address:

Daytime phone:

Mobile phone:

TENTS, CANOPIES, STAGES, BLEACHERS

Tents are generally defined as temporary structures having two or more sidewalls or drops.

A canopy is a tent without sides.

All Tents, canopies larger than 120 sq. ft., multiple canopies without separation, and stages require a building permit. The use of tents or large canopies require approval of the LBTS Fire Marshal and are required to have building permits obtained via LBTS Building Dept prior to Event. Manufacture labels are required to be attached to the tents and canopies.

Rental agencies shall provide documentation of the flame spread labeling of 25 or less submitted with application. All canopies larger than 120 sq. ft. shall submit copies the manufacture's labels attached to the tents or canopies with application.

Stages and bleachers shall include product approvals that are supplied by the manufacturer.

Indicate if any of the following will be assembled at the event and include locations on Site Plan. List sizes and numbers of each:

Tents: 0
 # Canopies: 0
 # Stages: 0
 # Bleachers: 0 list size and max load:

UTILITIES

All utilities requirements shall be approved by the Director of Development Services and the Fire Marshall prior to Application submission to Town Commission.

Depending on location of event, electrical and/or water may be available from the Town for a fee.

Electrical Requirements: Electrical work requires an Electrical Building Permit.
 Generators over 5KW require an Electrical Building Permit.
 A Florida Licensed Electrical Contractor is required to obtain permits.

All electrical requests shall meet the requirements of the Florida Building Code with final approval from the Town's Building Official at least 30 days prior to the event. Contractor is required to schedule and successfully complete inspection of work prior to event opening. Florida Building Code 101.4.1, 105.4.5.

Will any **electrical equipment be installed** in conjunction with the Special Event? (i.e. lighting in tents, outlets for cooking, stages, etc.) Yes NO

If the Event requires the following on public property, list what equipment is to be installed and locations (include voltage, amperage, and phases of wiring) as well as company name providing the equipment. Describe below, include location and use, and also include locations on Site Plan:

NO Electrical power:

NO Water:

NO Gas, propane, BBQ grills, generators:

NO Fuel Storage:

SIGNAGE

All signage shall be included in the application if you wish to exceed the Town Code requirements. Signage shall be reviewed by Development Services (LindaC@lbts-fl.gov) before Application is submitted to Town Commission). No signage shall be installed without permit.

Information on signage shall include location, colors, size and number of signs. Indicate signage to be placed in any right of way that directs traffic to the event and their approximate size.

Are you requesting permission to erect signage for this event?

YES

NO

For each sign please provide:

TOWN MOBILE SIGN

Description, number of signs, proposed dates, location, size of signs in square feet and letter size:

Include sign locations on detailed Site Plan or attach a separate sheet.

RESTROOMS (show on Site Plan)

The number of portable toilets required depends on the number of attendees, length and type of event, as determined by the Building Official.

Local businesses that have more than the required number of restroom facilities that allow their facilities to be used may count towards the extra restroom facilities required.

If event is downtown, permit holder is required to obtain written approval from restaurants to allow participants to use their restroom facilities.

Number of restroom facilities required by Town: TBD

Number of additional restroom facilities, and type, that will be on event site: 0

(Show on Site Plan)

STREET CLOSURES

Street closures may be required at the Event's expense

Are you requesting that any public streets be closed for the event? YES

NO

I don't know, please advise

If yes, indicate the streets and blocks and times the closure is requested:

TRAFFIC CONTROL/BARRICADES

A traffic control contractor may be required for events which require barricades or traffic control signage.

Please list your traffic control contractor, if applicable:

SHERIFF OFFICE

VEHICLES

Vehicles are not allowed to drive or park on Town property or park grounds due to damage to underground irrigation systems and to the sod. Applicant shall be responsible for restoration of any damage to Town property.

Are you requesting to drive or park on town property or park grounds:

YES

NO

If you are requesting that vehicles be permitted to drive or park on Town property, please indicate the type(s) of vehicles, the locations, and times they would be parked. Must be approved by Town's Parking Department prior to Event.

LOADING/UNLOADING: If you are requesting that vehicles be permitted to load/unload in non-metered areas, please indicate the location and times loading and unloading would occur:

IN FRONT OF TOWN HALL

TRAFFIC CONTROL PLAN

*Parking exemptions shall be approved by Assistant Town Manager prior to Application submission to Town Commission).
Town may block spaces for safety and other reasons at the expense of the Event.*

Include detailed Site Plan indicating how on and off street parking will be accommodated.

Are you requesting the reservation of any Town parking meter spaces for the event?

☒ YES ☐ NO

If yes, provide the meter numbers on the Site Plan and purpose for which they will be used.

All parking meter fees are paid 30 days prior to the event (one permit says 2 weeks prior)

Are you requesting the use or blocking of any parking spaces for the event?

☒ YES ☐ NO

If yes, please include on Site Plan.

OFF DUTY POLICE/CODE COMPLIANCE OFFICERS

Off duty police officers are required, at the applicant's expense, for street closures, events with alcohol, or large crowds, as determined by the Sheriff's Department. Large events may require a code compliance officer to ensure compliance with Town codes.

Do you anticipate needing off duty police officers for your event?

☒ YES ☐ NO

Do you anticipate needing code compliance officers for your event?

☐ YES ☒ NO

CONCESSIONS:

A no-compete clause pertaining to local restaurants will be required where applicable.

Are you planning to have any type of concessions?

☐ YES ☒ NO

If YES, has the Florida Health Department approved the food vending Site Plans?

☐ YES ☒ NO

If yes, is the food provided by a Non-Profit _____ or For Profit _____ organization?

Is the food free of charge _____ or for sale _____

Do all food vendors have a temporary food service permit?

☐ YES ☒ NO

Please list the types of food that will be served:

Are you requesting any of the following types of cooking equipment be used on site:

Charcoal Grills _____	Sterno _____	Fryers _____	Open fires _____
Propane Grills _____	Refrigerators _____	Smokers _____	Hoods _____
Concession trailers _____	Warmers _____	LP Tanks _____	Other _____

Provide details of dispensing locations here and on Site Plan

ALCOHOL

State license is required to be submitted to the Town at least 30 days prior to the event

Are you planning on selling alcoholic beverages at the event?

YES ☐ NO ☒

If YES, has a liquor permit been obtained from the State of Florida?

YES ☐ NO ☒

Provide details of dispensing locations here and on Site Plan

Provide contact information for all license holders that will be serving alcohol:

VENDORS

A list of all vendors their company name is required for initial approval and final list is required 30 days prior to event and subject to approval (add here or on separate page, and vendor location on Site Plan):

Name	Company	Vendor Type
------	---------	-------------

ANIMALS*Any exhibition or similar undertaking in which animals are required to participate in performances for the amusement or entertainment of an audience is subject to Town Commission approval.*

Are animals included in your event?

YES ☐ NO ☒

If yes, please give details:

FIREWORKS*(Fireworks require a separate permit approval process and application)*

Are you requesting approval to discharge fireworks at the event?

YES ☐ NO ☒**SALE OF MERCHANDISE**

Are you requesting approval to offer other items for sale at the event?

YES ☐ NO ☒

List items for sale:

RIDES*Rides or other amusement may require a State of Florida inspection*

Copies of contracts with any provider of rides, mechanical devices and amusements shall be submitted to the Town at least 30-days prior to the event.

Are rides to be included in the event?

YES ☐ NO ☒

If yes, please provide the number and description of each type:

Mechanical/Electrical:

Inflatable (bounce house etc.):

Manual (slides, trampolines):

Other:

FIRE WATCH or EMS ONSITE*If required by the Fire Marshall, the applicant shall provide for a fire watch and/or an EMS Crew during the event. Large events or those using combustible materials may require qualified stand-by personnel and the appropriate equipment, the cost of which is the responsibility of the applicant.*

First Aid facilities may be required by Town at Event's expense. Initial _____

INSURANCE

Insurance requirements differ depending on the type of event and if alcohol is served.

For events not serving alcohol and without fireworks, the Applicants shall provide a Certificate of Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty days written notice required for cancellation.

Certificate of Liability Insurance naming the Town as additional insured is required from all Event businesses, promoters, and other related event planners

An approved form of a Certificate of Liability Insurance may be required with your Application for approval by the Town Commission and/or shall be provided the Town at least 30 days prior to the event date.

Talk to Town Staff representative if your event proposes serving alcohol or having fireworks about insurance requirements, as both require additional insurance.

Do you and all parties involved have the required insurance coverage needed for this event?

☒ YES ☐ NO

EVENT CONDITIONS

Approval for this event shall expire without future action of the Town if all documents such as but not limited to insurance certificates, health and liquor licenses, BSO police detail contract(s), Fire Marshall or Development Services approvals, MOT Plan, Solid Waste Plan, final Site Plan, any monies due to Town, and other material requirements are not submitted at least 30 days prior to the event.

Copies of State and County licenses for all vendors and contractors shall be filed with the Town 30 days in advance of the event. (Final list of vendors and their locations shall be submitted to the Town no later than two weeks prior to the event unless otherwise approved in advance by Town)

If the event is approved by the Commission, they will establish the event conditions that the application shall abide by during the event. Standard Conditions shall include, but are not limited to the following:

- a Permission for this event may be suspended or modified by the Commission, Town Manager or his designated Staff.
- b The Police Chief shall specify the number of BSO detail officers needed for traffic and crowd control. The Applicants shall contract with BSO Detail Office for the detail BSO deputies within ten (10) days of receiving event approval.
- c The Police Chief shall approve the Applicant's Maintenance of Traffic Plan (MOT), if one is required.
- d The Applicants shall submit a solid waste and recycling plan for approval at least 30 days prior to the event to the Municipal Services Director. During the event as needed and at the end of the event, the Applicant shall empty the Town's waste receptacles and recycling bins within the event area and within 100 feet of the event area.
- e Development Services approval and permitted all signage
- f All related Fire Marshall and Building Official's related requirements have been approved
- g Provide proof of additional restroom facilities ordered at least 30 days prior to event
- h The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. All music shall end promptly at ____ pm.
- i Turtle Clause: If any of the set-up will take place on the beach sand please avoid any marked sea turtle nests with a minimum buffer of 10 feet.
- j Parking Requirements have been identified, fees paid and listed on site plan
- k The Applicant shall provide a written notice to all properties affected by this event by (date), (30 days in advance) for approval prior to distribution; and confirm in writing which properties have been notified.
- l Clean up Deposit may be imposed, based on the final Site Plan, and due two weeks prior to the event.
- m Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
- n Final Site Plan must be presented for approval at least 48 hours in advance of the event.
- o Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
- p A Damage Deposit may be imposed, based on size of event and location.


PERMISSION OF THE PROPERTY OWNER

Applicant's and Property Owner's Certification

An event held on property that is not owned by the applicant requires the permission of the property owner, which is granted by having the property owner sign this special event application.

By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

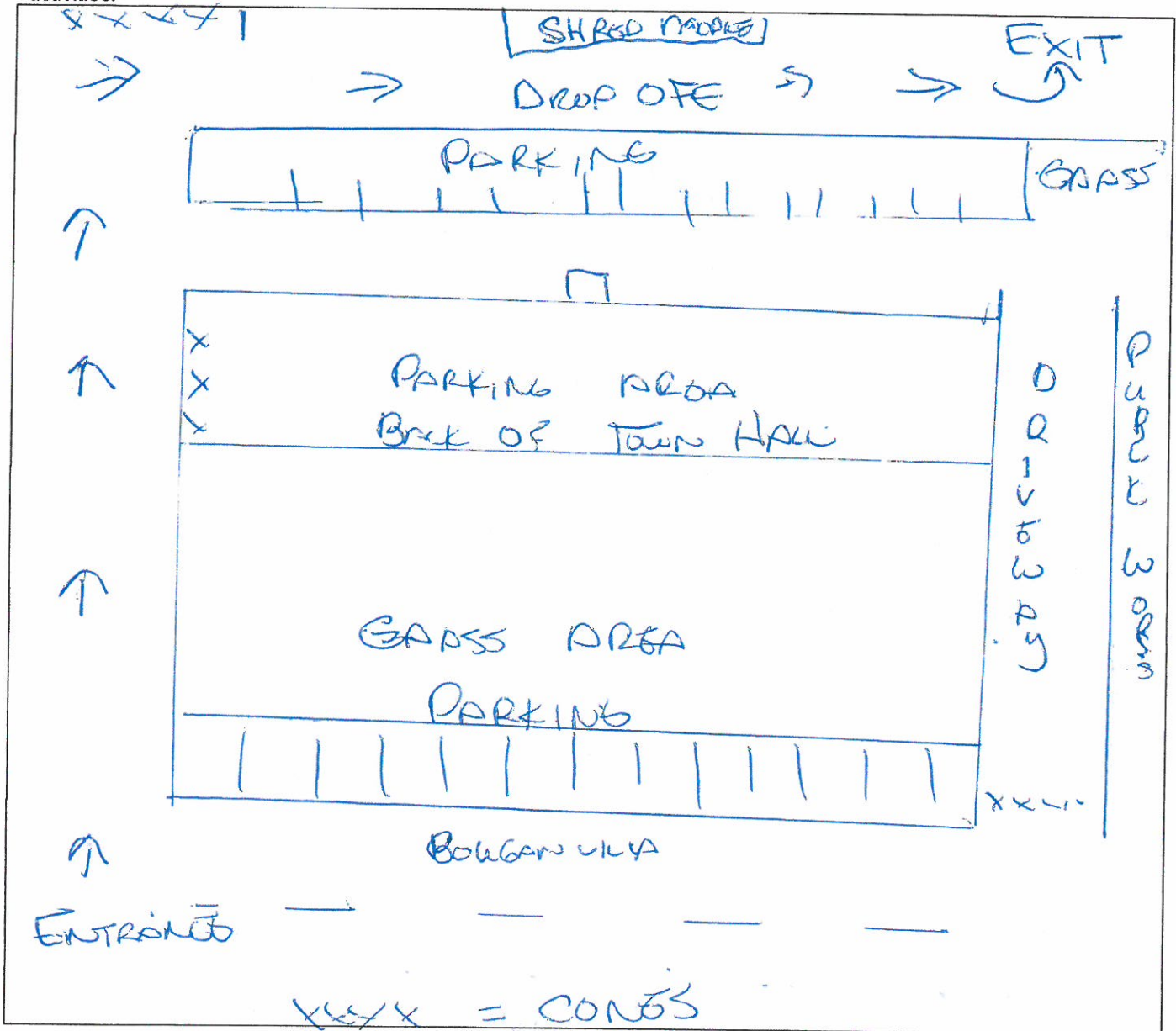
Additions and/or revisions to this application must be submitted in writing.

Applicant	Property Owner
I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.	I give the applicant permission to use my/our property for the proposed special event and I understand the Town's requirements to hold a special event and the information given by the applicant is complete to the best of my knowledge.
 Applicant's Signature (required): Date: <u>Oct 29, 2016</u>	Property owner's Signature (required): Date: _____
Applicant's (Print information below) Name: <u>Jerry Sehl</u> Title: <u>PROSIDENT</u> Organization: <u>KIOWAN'S CLUB OF LBTS</u> Telephone: <u>954-229-1922</u> Mobile: <u>954-993-8511 (BW)</u> Email: <u>JSEHL@ORNI-NCI</u>	Property Owner's (Print information below) Name: _____ Title: _____ Organization: _____ Telephone: _____ Mobile: _____ Email: _____
STATE OF FLORIDA: COUNTY OF BROWARD:	STATE OF FLORIDA: COUNTY OF BROWARD:
SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by <u>Jerry Sehl</u> who is personally known to me/provided <u>PERSONALLY KNOWN</u> as identification and who did/did not take an oath.	SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.
My Commission Expires: <u>5/22/2017</u> Notary Public, State of Florida	My Commission Expires: _____ Notary Public, State of Florida

DETAILED SITE PLAN

See above for inclusion examples

A detailed map of the event site identifying location of each of the following **MUST** be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.



Applicant's Certification

By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

Additions and/or revisions to this application shall be submitted in writing.

I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.

Jerry Sehl
Applicant's Signature (required)

Oct 29, 2016
Date

Jerry Sehl, President - Kymms Club of CBTS
Applicant's Printed Name and Title/Organization

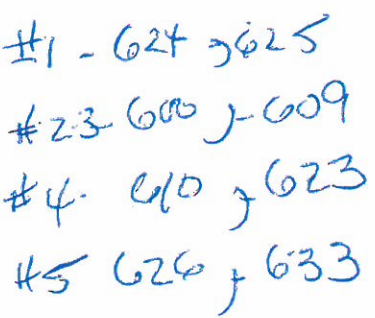
954-229-1922
Telephone Number

STATE OF FLORIDA:
COUNTY OF BROWARD:

SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida,
by Jerry Sehl who is personally known to me/provided
known as identification and who did/did not take an oath.

 SOOKRANI NARAIN
MY COMMISSION # FF 010937
EXPIRES: May 22, 2017
Bonded Title Budget Notary Services

Notary Public, State of Florida
My Commission Expires:



- # Exit to A1A



Agenda Memorandum

Finance Department

Department

Lisa Fuentes

Finance Director

COMMISSION MEETING DATE: September 12, 2016
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ITEM CATEGORY: Consent**SUBJECT TITLE: Life, Vision, & Dental Insurance Renewal**

EXPLANATION: Insurance coverage renews on October 1st. We have received the following renewal proposals.

1. Life Insurance. The life insurance plan is administered by Lincoln Financial Group and the plan renewal was offered at the current rates. A few employee rates will slightly increase based on the age tiered pricing.
2. Vision Insurance. The vision plan is administered by Humana CompBenefits and the plan renewal was offered at the current rates.
3. Dental Insurance. The dental plan is administered by Assurant and the plan renewal was offered at the current rates. The town is exploring a buy-up (better benefits) option for employees/retirees. Employees/retirees would pay for the additional cost of a buy-up plan. We will advise the Commission if we find an appropriate plan.

The Recommended Budget included a 15% increase for vision and dental insurance so we will propose at the September 26th Budget Hearing a transfer of those savings, which is approximately \$1,471 to General Fund Contingency.

RECOMMENDATION: The Commission authorizes the Town Manager to execute the proposed Agreements, including adding a second (buy-up) dental plan, and any implementing documents with Lincoln Financial Group Life, Humana CompBenefits Vision, and Assurant Dental.

Reviewed by Town Attorney:☐ Yes ☒ No

Agenda Memorandum

Page 1



Finance Department

Department

Lisa Fuentes

Finance Director

COMMISSION MEETING DATE: September 12, 2016
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ITEM CATEGORY: Consent**SUBJECT TITLE: Health Insurance Renewal**

EXPLANATION: Insurance coverage renews on October 1st. The Town's insurance broker, the Sapoznik Insurance & Associates, Inc., solicited quotes on our behalf from multiple providers and we received proposals from 1) Neighborhood Health Plan (NHP), 2) United Healthcare (UHC), 3) Humana, 4) Aetna, and, 5) Blue Cross Blue Shield. Six proposals were for HMO Plans and five (5) proposals were for POS Plans. The price increases ranged from 1% to 21%. The smaller the percentage increase, the more of the expense is shifted to employees out of pocket costs. The Recommended Budget included a 15% increase in rates.

The summary of the plan proposals prepared by our insurance broker is attached (**Exhibit 1**). We received the attachment along with an hour presentation, Q&A, and discussion. The insurance proposals were evaluated by Assistant Town Manager Tony Bryan and Finance Director Lisa Fuentes. Due to the complexity of the health analysis material, if you have in-depth questions, we ask that you meet with Tony and Lisa to go over the material.

Medical HMO Plan. The Town currently contracts with Neighborhood Health Plan for their NHP HMO Gatekeeper plan, which has been discontinued. After reviewing the HMO options from the different companies, staff found the Neighborhood Health HMO ADGV G OA plan to be the best option (OA = open access). The new HMO Open Access plan allows appointments with a specialist without a primary care physician referral, while keeping all plan coverages and deductibles the same.

The premiums for the recommended Neighborhood Health Plan are 7% higher (about \$20,000) than what we currently pay.

The Recommended Budget included a 15% increase for insurance so we will propose at the September 26th Budget Hearing a transfer of those savings, which is approximately \$26,000 to General Fund Contingency.



The increase to the Town and a participating employee is shown in Table 1.

Table 1 – Impact of Rate Increase Per Pay Period

	No. of Employee	Town	Employee
Employee	21	\$21.28	No change
Employee/spouse	3	\$31.92	\$10.64
Employee/children	3	\$30.32	\$9.04
Family	2	\$40.96	\$19.68

Point of Service (POS) Plan: The Town currently contracts with United Healthcare (UHC) for a POS plan as a buy-up option to employees/retirees who want access to a national network. Employees pay for the additional cost and retirees pay the entire cost. United Healthcare's renewal rate for the current POS plan (i.e., Choice Plus 8XD S) reflected a 21% increase. We are still working with the insurance broker to evaluate alternative, less expensive, POS plans that provide a good protection and value. Although we haven't made a decision regarding a buy-up option we are seeking authorization to enter into an agreement with UHC to offer one, when we do make a decision.

Benefit Card Plan: The Town currently contracts with Employee Benefits Corporation for a program that paid up to \$1,200 in FY16 for qualified out-of-pocket costs for dental, vision, prescription, or medical.

We recommend increasing the flexible spending by \$50 to a total of \$1,250 per covered employee, which will fully cover the employee deductible of \$1,250. This is an additional cost to the Town of about \$2,000 in FY17. The total cost of the flexible spending plan will be about \$50,000 in FY17.

RECOMMENDATION:

Staff recommends that the Commission authorize the Town Manager to:

1. Execute an agreement with Neighborhood Health Plan for their HMO ADGV G OA plan;
2. Execute an agreement with United Healthcare for a POS Plan;
3. Increase the Employee Benefits Corporation benefit card plan to \$1,250/employee; and,
4. Execute any plan documents necessary to implement the above insurance.

Exhibits: 1. Summary of Insurance Proposals.

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Group Name: TOWN OF LAUDERDALE-BY-THE-SEA

Effective Date: 10/1/16

MEDICAL - HMO

Company/Plan		NHP HMO 8ZW G GATEKEEPER	NHP HMO ADGV G OA	NHP HMO 820 G OA	HUMANA HMO PREMIER OA COPAY S OPTION 6	FLORIDA BLUE BLUECARE G 14304	AETNA HNONLY G 1500 80
Physician		\$25 CO-PAY	\$25 CO-PAY	\$25 CO-PAY	\$40 CO-PAY	\$20 CO-PAY	\$25 CO-PAY
Specialist		\$45 CO-PAY	\$45 CO-PAY	\$45 CO-PAY	\$80 CO-PAY	\$50 CO-PAY	\$50 CO-PAY
Adult & Child Wellness		COVERED 100%	COVERED 100%	COVERED 100%	COVERED 100%	COVERED 100%	COVERED 100%
Adult Wellness Max		NO MAX	NO MAX	NO MAX	NO MAX	NO MAX	NO MAX
Mammograms		COVERED 100%	COVERED 100%	COVERED 100%	COVERED 100%	COVERED 100%	COVERED 100%
Emergency Room - Waived if Admitted		\$200 CO-PAY	\$200 CO-PAY	\$200 CO-PAY	\$500 CO-PAY	\$200 CO-PAY	\$300 CO-PAY
Urgent Care		\$50 CO-PAY	\$50 CO-PAY	\$50 CO-PAY	\$100 CO-PAY	\$55 CO-PAY	\$75 CO-PAY
Independent Clinical Lab		COVERED 100%	COVERED 100%	COVERED 100%	DED THEN 100%	COVERED 100%	Lab: COVERED 100% X-Ray: \$50 CO-PAY
Diagnostic Testing / MRI, CAT Scans		\$200 CO-PAY	\$200 CO-PAY	\$200 CO-PAY	\$300 CO-PAY	\$300 CO-PAY	\$300 CO-PAY
Outpatient Surgery - Ambulatory Surgical Center		DED & \$250 CO-PAY	DED & \$250 CO-PAY	DED & \$250 CO-PAY	DED & 90%	80%	\$300 CO-PAY
Provider Services Ambulatory Surgery Center (ASC)		DED THEN 100%	DED THEN 100%	DED THEN 100%	DED & 90%	\$20/50 CO-PAY	DED & 80%
Outpatient Surgery - Hospital		DED & \$250 CO-PAY	DED & \$250 CO-PAY	DED & \$250 CO-PAY	DED & 90%	DED & 80%	DED & \$500 CO-PAY
Inpatient Hospital		DED & \$250 CO-PAY	DED & \$250 CO-PAY	DED & \$500 CO-PAY	DED & 90%	DED & 80%	DED & 80%
Provider Services Hospital		DED THEN 100%	DED THEN 100%	DED THEN 100%	DED & 90%	COVERED 100%	DED & 80%
Home Health		DED THEN 100% 60 VISITS	DED & 100% 60 VISITS	DED THEN 100% 60 VISITS	DED & 90% BASED ON MED NECESSITY	COVERED 100% 30 VISITS	DED & 80% 60 VISITS
Outpatient Therapy		\$25 CO-PAY 30 VISITS	\$25 CO-PAY 30 VISITS	\$25 CO-PAY 30 VISITS	\$80 CO-PAY 40 VISITS	\$50 CO-PAY 35 VISITS	DED & 80% 35 VISITS
Deductible		\$1250/\$2000	\$1250/\$2000	\$2000/\$5000	\$1500/\$3000	\$1500/\$3000	\$1500/\$3000
Deductible Included in Out of Pocket Max		YES	YES	YES	YES	YES	YES
Co-Insurance		100%	100%	100%	90%	80%	80%
Maximum Out of Pocket		\$4000/\$5000	\$4000/\$5000	\$5000/\$10000	\$6350/\$12700	\$5000/\$10000	\$4000/\$8000
Out of Pocket Includes		DED, CO-PAY, CO-INS, RX	DED, CO-PAY, CO-INS, RX	DED, CO-PAY, CO-INS, RX	DED, CO-PAY, CO-INS, RX	DED, COINS, COPAYS, RX	DED, COINS, COPAYS, RX
Prescription		\$10/35/60	\$10/35/60	\$10/35/60	\$100/200 RX DED & \$10/45/90/25%/35%	\$10/30/50/150	\$10/50/75/30%/50%
Lifetime Maximum		UNLIMITED	UNLIMITED	UNLIMITED	UNLIMITED	UNLIMITED	UNLIMITED
Premium Breakdown		CURRENT	RENEWAL-MIGRATION				
Employee	26	\$637.63	\$683.73	\$655.69	\$645.46	\$684.67	\$754.04
Employee/Spouse	3	\$1,275.26	\$1,367.46	\$1,311.38	\$1,290.93	\$1,369.34	\$1,508.08
Employee/Child(ren)	2	\$1,179.62	\$1,264.90	\$1,213.02	\$1,194.11	\$1,266.64	\$1,394.97
Employee/Family	2	\$1,817.25	\$1,948.63	\$1,868.71	\$1,839.57	\$1,951.31	\$2,149.01
Comments	33		7%	3%	1%	7%	18%
Monthly Total		\$26,397.90	\$28,306.42	\$27,145.54	\$26,722.11	\$28,345.34	\$31,217.24

Quotes are based on the census received. Rates could be adjusted based on final enrollment.

This data is provided for information purposes only. It is not intended to represent a binding obligation. The governing document for this purpose would be the COC issued by the carrier



Group Name: TOWN OF LAUDERDALE-BY-THE-SEA

Effective Date: 10/1/16

MEDICAL - POS

Company/Plan	UHC CHOICE PLUS 8XD S		UHC CHOICE PLUS S JMJ		UHC CHOICE PLUS S 8WI		HUMANA NPOS COPAY OA OPTION		AETNA HNOPTION S 5000 100		FLORIDA BLUE S BLUEOPTIONS 15108	
	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network
Physician	\$30 CO-PAY	DED & 60%	DED & 70%	DED & 50%	\$50 CO-PAY	DED & 50%	\$40 CO-PAY	DED & 60%	\$40 CO-PAY	DED & 50%	\$35 CO-PAY	DED & 50%
Specialist	\$60 CO-PAY	DED & 60%	DED & 70%	DED & 50%	\$150 CO-PAY	DED & 50%	\$80 CO-PAY	DED & 60%	\$60 CO-PAY	DED & 50%	\$80 CO-PAY	DED & 50%
Adult & Child Wellness Adult Wellness Max	COVERED 100% NO MAX	Adult: NOT COVERED Child: DED & 60%	COVERED 100% NO MAX	Adult: NOT COVERED Child: DED & 50%	COVERED 100% NO MAX	DED & 50% NO MAX	COVERED 100% NO MAX	DED & 60% NO MAX	COVERED 100% NO MAX	DED & 50% NO MAX	COVERED 100% NO MAX	50% NO MAX
Mammograms	COVERED 100%	DED & 60%	COVERED 100%	DED & 50%	COVERED 100%	DED & 50%	COVERED 100%	DED & 60%	COVERED 100%	DED & 50%	COVERED 100%	DED & 50%
Emergency Room - Waived if Admitted	INN DED & 90%		INN DED & 70%		INN DED & 70%		\$500 CO-PAY		\$350 CO-PAY		DED THEN 100%	
Urgent Care	\$75 CO-PAY	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%	\$100 CO-PAY	DED & 60%	\$75 CO-PAY	DED & 50%	\$85 CO-PAY	DED & \$85 CO-PAY
Independent Clinical Lab	COVERED 100%	Prev.: NOT COVERED Other: DED & 60%	COVERED 100%	Prev.: NOT COVERED Other: DED & 50%	Prev.: COVERED 100% Other: DED & 70%	DED & 50%	DED THEN 100%	DED & 60%	DED THEN 100%	DED & 50%	COVERED 100%	DED & 50%
Diagnostic Testing / MRI, CAT Scans	DED & 90%	DED & 60%	Prev.: COVERED 100% Other: DED & 50%	DED & 50%	DED & 70%	DED & 50%	\$300 CO-PAY	DED & 60%	DED & 350 CO-PAY	DED & 50%	DED THEN 100%	DED & 50%
Outpatient Surgery - Ambulatory Surgical Center	DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%	DED & 90%	DED & 60%	\$350 CO-PAY	DED & 50%	DED THEN 100%	DED & 50%
Provider Services Ambulatory Surgery Center (ASC)	DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%	DED & 90%	DED & 60%	DED THEN 100%	DED & 50%	DED THEN 100%	DED & 50%
Outpatient Surgery - Hospital	DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%	DED & 90%	DED & 60%	\$500 CO-PAY	DED & 50%	DED THEN 100%	DED & 50%
Inpatient Hospital	DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%	DED & 90%	DED & 60%	DED & \$750 CO-PAY	DED & 50%	DED THEN 100%	DED & 50%
Provider Services Hospital	DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%	DED & 90%	DED & 60%	DED THEN 100%	DED & 50%	COVERED 100%	
Home Health	DED & 90% 40 VISITS	DED & 60% 40 VISITS	DED & 70% 40 VISITS	DED & 50% 40 VISITS	DED & 70% 40 VISITS	DED & 50% 40 VISITS	DED & 90% BASED ON MED NECESSITY	DED & 60% BASED ON MED NECESSITY	\$60 CO-PAY 60 VISITS	DED & 50% 60 VISITS	DED THEN 100% 30 VISITS	DED & 50% 30 VISITS
Outpatient Therapy	\$30 CO-PAY 30 VISITS	DED & 60% 30 VISITS	DED & 70% 30 VISITS	DED & 50% 30 VISITS	\$50 CO-PAY 30 VISITS	DED & 50% 30 VISITS	\$80 CO-PAY 40 VISITS	DED & 60% 10 VISITS	DED THEN 100% 35 VISITS	DED & 50% 35 VISITS	\$80 CO-PAY 35 VISITS	DED & 50% 35 VISITS
Deductible	\$5000/\$10000	\$10000/\$20000	\$2000/\$4000	\$5000/\$10000	\$2000/\$4000	\$6000/\$12000	\$1500/\$3000	\$4500/\$9000	\$5000/\$10000	\$10000/\$20000	\$6000/\$12000	\$12000/\$24000
Deductible Included in Out of Pocket Max	YES		YES		YES		YES		YES		YES	
Co-Insurance	90%	60%	70%	50%	70%	50%	90%	60%	100%	50%	100%	50%
Maximum Out of Pocket	\$6300/\$12600	\$20000/\$40000	\$5800/\$12000	\$15000/\$30000	\$6600/\$13200	\$12500/\$25000	\$6350/\$12700	\$19050/\$38100	\$6600/\$13200	\$19800/\$39600	\$6000/\$12000	\$20000/\$40000
Out of Pocket Includes	DED, CO-PAY, CO-INS, RX	DED, CO-INS	DED, CO-PAY, CO-INS, RX	DED, CO-INS	DED, CO-PAY, CO-INS, RX	DED, CO-INS	DED, CO-PAY, CO-INS, RX	DED	DED, CO-PAY, CO-INS, RX	DED, CO-PAY, CO-INS	DED, CO-PAY, CO-INS, RX	DED, CO-PAY, CO-INS
Prescription	\$10/35/60		\$15/50/75		\$15/50/75		\$100/200 RX DED & \$10/45/90/25%/35%	\$300/600 RX DED & 30% After \$10/45/90/25%/50%	\$20/50/75/30%/50%	NOT COVERED	\$10/60/100/150	NOT COVERED
Lifetime Maximum	UNLIMITED		UNLIMITED		UNLIMITED		UNLIMITED		UNLIMITED		UNLIMITED	
Premium Breakdown	CURRENT	RENEWAL										
Employee	1	\$670.13	\$807.87	\$712.92	\$769.91	\$703.93	\$665.91	\$749.84	Item No. 1			
Employee/Spouse	0	\$1,340.26	\$1,615.74	\$1,425.84	\$1,539.82	\$1,407.86	\$1,331.82	\$1,499.68				
Employee/Child(ren)	0	\$1,239.74	\$1,494.56	\$1,318.90	\$1,424.34	\$1,302.27	\$1,231.93	\$1,387.20				
Employee/Family	0	\$1,909.87	\$2,302.43	\$2,031.82	\$2,194.25	\$2,006.20	\$1,897.84	\$2,137.04				
Comments	1	21%		6%	15%		5%	-1%				
Monthly Total		\$670.13	\$807.87	\$712.92	\$769.91	\$703.93	\$665.91	\$749.84				
Quotes are based on the census received. Rates could be adjusted based on final enrollment.												
This data is provided for information purposes only. It is not intended to represent a binding obligation. The governing document for this purpose would be the COC issued by the carrier												

Item No. 11.e.



Group Name: TOWN OF LAUDERDALE-BY-THE-SEA
Effective Date: 10/1/16

MEDICAL - POS

Company/Plan		UHC CHOICE PLUS 8XD S		UHC CHOICE PLUS JMJ S		UHC CHOICE PLUS 8WI S	
		In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network
Physician		\$30 CO-PAY	DED & 60%	DED & 70%	DED & 50%	\$50 CO-PAY	DED & 50%
Specialist		\$60 CO-PAY	DED & 60%	DED & 70%	DED & 50%	\$150 CO-PAY	DED & 50%
Adult & Child Wellness Adult Wellness Max		COVERED 100% NO MAX	Adult: NOT COVERED Child: DED & 60%	COVERED 100% NO MAX	Adult: NOT COVERED Child: DED & 50%	COVERED 100% NO MAX	DED & 50% NO MAX
Mammograms		COVERED 100%	DED & 60%	COVERED 100%	DED & 50%	COVERED 100%	DED & 50%
Emergency Room - Waived if Admitted		INN DED & 90%		INN DED & 70%		INN DED & 70%	
Urgent Care		\$75 CO-PAY	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%
Independent Clinical Lab		COVERED 100%	Prev.: NOT COVERED Other: DED & 60%	COVERED 100%	Prev.: NOT COVERED Other: DED & 50%	Prev.: COVERED 100% Other: DED & 70%	DED & 50%
Diagnostic Testing / MRI, CAT Scans		DED & 90%	DED & 60%	Prev.: COVERED 100% Other: DED & 50%	DED & 50%	DED & 70%	DED & 50%
Outpatient Surgery - Ambulatory Surgical Center		DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%
Provider Services Ambulatory Surgery Center (ASC)		DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%
Outpatient Surgery - Hospital		DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%
Inpatient Hospital		DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%
Provider Services Hospital		DED & 90%	DED & 60%	DED & 70%	DED & 50%	DED & 70%	DED & 50%
Home Health		DED & 90% 40 VISITS	DED & 60% 40 VISITS	DED & 70% 40 VISITS	DED & 50% 40 VISITS	DED & 70% 40 VISITS	DED & 50% 40 VISITS
Outpatient Therapy		\$30 CO-PAY 30 VISITS	DED & 60% 30 VISITS	DED & 70% 30 VISITS	DED & 50% 30 VISITS	\$50 CO-PAY 30 VISITS	DED & 50% 30 VISITS
Deductible		\$5000/\$10000	\$10000/\$20000	\$2000/\$4000	\$5000/\$10000	\$2000/\$4000	\$6000/\$12000
Deductible Included in Out of Pocket Max		YES		YES		YES	
Co-Insurance		90%	60%	70%	50%	70%	50%
Maximum Out of Pocket		\$6300/\$12600	\$20000/\$40000	\$5800/\$12000	\$15000/\$30000	\$6600/\$13200	\$12500/\$25000
Out of Pocket Includes		DED, CO-PAY, CO-INS, RX	DED, CO-INS	DED, CO-PAY, CO-INS, RX	DED, CO-INS	DED, CO-PAY, CO-INS, RX	DED, CO-INS
Prescription		\$10/35/60		\$15/50/75		\$15/50/75	
Lifetime Maximum		UNLIMITED		UNLIMITED		UNLIMITED	
Premium Breakdown		CURRENT	RENEWAL				
Employee	1	\$670.13	\$807.87	\$712.92		\$769.91	
Employee/Spouse	0	\$1,340.26	\$1,615.74	\$1,425.84		\$1,539.82	
Employee/Child(ren)	0	\$1,239.74	\$1,494.56	\$1,318.90		\$1,424.34	
Employee/Family	0	\$1,909.87	\$2,302.43	\$2,031.82		\$2,194.25	
Comments	1		21%	6%		15%	
Monthly Total		\$670.13	\$807.87	\$712.92		\$769.91	
Quotes are based on the census received. Rates could be adjusted based on final enrollment.			**This data is provided for information purposes only. It is not intended to represent a binding obligation. The governing document for this purpose would be the COC issued by the carrier**				

Item No. 11.e.



Agenda Memorandum

Office of the Town Clerk

Tedra Allen

Town Clerk

COMMISSION MEETING DATE: September 12, 2016
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ITEM CATEGORY: New Business

☐ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: Re-Scheduling of Commission Meeting dates in October and November

EXPLANATION: There are conflicts with the first Commission meeting in October and November and they need to be rescheduled.

Tuesday, October 11th. The first regular Commission meeting date in October, falls on Tuesday October 11th, and the Jewish High Holiday Yom Kippur starts at sundown on that Tuesday and ends after nightfall on Wednesday the 12th. The Director of the Community Center has an Evening Lecture Series event scheduled for Wednesday the 12th.

Monday, October 10th and Thursday, October 13th seem to be alternative dates that week if the Commission is available.

Tuesday, November 8th. The November 8th meeting conflicts with the General Election's use of Jarvis Hall. The election equipment will be delivered to Jarvis Hall on or before Monday, November 7th. The equipment is locked in the audio-visual room until it's set-up on the morning of the election so we can have a meeting on Monday, November 7th but it won't be ideal. The Director of the Community Center has an Evening Lecture Event scheduled in Jarvis Hall on Wednesday, November 9th; however, since Commission meetings take precedence that event could be rescheduled. There are no known conflicts on Thursday, November 10th.

EXPECTED OUTCOME: Commission direction regarding the date of the first Town Commission meeting in October and the first Town Commission meeting in November.

Reviewed by Town Attorney:

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Agenda Memorandum

Finance Department

Department

Lisa Fuentes

Finance Director

COMMISSION MEETING DATE: September 12, 2016



Ordinance

SUBJECT TITLE: Second Reading Ordinance 2016-05 Sewer Rates

EXPLANATION: At the July 12, 2016 commission meeting, staff proposed annual 2.5% rate increases in fiscal years 2017, 2018, and 2019 rather than the 3.5% increases proposed in the Burton report. On July 26, 2016, the Commission approved Ordinance 2016-05 (**Exhibit 1**) regarding sewer rates on First Reading.

The current rates and the rates proposed for the next three fiscal years are summarized in the table below. Please note that all of the proposed rates have been slightly reduced from First Reading to address a rounding issue. This was done based on the advice of the Town Attorney, who pointed out that due to rounding the rates to the nearest penny, some of the rates previously proposed at First Reading exceeded the 2.5% increase that was specified in the public notices.

<i>Single Family</i>	Current	Proposed FY17	Proposed FY18	Proposed FY19
Customer Service / Admin Charge (per month)	\$ 1.41	\$ 1.44	\$ 1.47	\$ 1.50
Base Facility Charge (per unit)	\$ 9.55	\$ 9.78	\$ 10.02	\$ 10.27
Consumption Rate (per 1,000 gallons)	\$ 5.50	\$ 5.63	\$ 5.77	\$ 5.91

<i>Multi-Family</i>	Current	Proposed FY17	Proposed FY18	Proposed FY19
Customer Service / Admin Charge (per month)	\$ 1.41	\$ 1.44	\$ 1.47	\$ 1.50
Base Facility Charge (per unit)	\$ 3.94	\$ 4.03	\$ 4.13	\$ 4.23
Consumption Rate (per 1,000 gallons)	\$ 5.50	\$ 5.63	\$ 5.77	\$ 5.91

<i>Commercial</i>	Current	Proposed FY17	Proposed FY18	Proposed FY19
Customer Service / Admin Charge (per month)	\$ 1.41	\$ 1.44	\$ 1.47	\$ 1.50
Base Facility Charge (per equivalent unit)	\$ 9.55	\$ 9.78	\$ 10.02	\$ 10.27
Consumption Rate (per 1,000 gallons)	\$ 5.50	\$ 5.63	\$ 5.77	\$ 5.91

Note: For residential customers the volumetric charge is capped at 10,000 gallons per month per residential unit

Agenda Memorandum

Page 2



In their study, Burton & Associates found that on average, single family homes in Lauderdale-By-The-Sea utilized 7,700 gallons of water per month and multi-family homes utilized 3,180 gallons of water per month. Based on this level of utilization, if the proposed rates are adopted the monthly sewer bill for the average single family user will increase from the current \$54.96 to \$56.26, \$57.65 and \$59.05, in fiscal years 2017, 2018, and 2019, respectively. The monthly sewer bill for the average multi-family user will increase from the current \$27.35 to \$27.99, \$28.68 and \$29.37, in fiscal years 2017, 2018, and 2019, respectively. The current and estimated monthly costs of the proposed 2.5% increase over 3-years are summarized in the table below.

<i>Single Family</i>	Current	Estimated FY17	Estimated FY18	Estimated FY19
Estimated Cost/Month (average 8,000 gal/month)	\$ 54.96	\$ 56.26	\$ 57.65	\$ 59.05
Estimated Increase/Month		\$ 1.30	\$ 1.39	\$ 1.40

<i>Multi-Family</i>	Current	Estimated FY17	Estimated FY18	Estimated FY19
Estimated Cost/Month (average 4,000 gal/month)	\$ 27.35	\$ 27.99	\$ 28.68	\$ 29.37
Estimated Increase/Month		\$ 0.64	\$ 0.69	\$ 0.69

Notice of the proposed rate increase and the date of the Public Hearing has been provided to all sewer customers on separate postcards and on the back of water and sewer billings for August 2016. This fulfills the statutory requirement for notice to utility customers of a rate increase.

RECOMMENDATION:

1. After the advertised Public Hearing, staff recommends approval of the amended Ordinance 2016-05 (**Exhibit 1**) on second reading.

Exhibit: 1. Ordinance 2016-05

Reviewed by Town Attorney

☒ Yes ☐ No

File: T:\0 Agenda\9-12-16 Commission\Finance\Sewer Rates\09-12-16 AM Sewer Rates.docx

ORDINANCE 2016-05

AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 20, “UTILITIES,” OF THE TOWN’S CODE OF ORDINANCES BY AMENDING ARTICLE II, “SANITARY SEWER SYSTEM,” SECTION 20-19 “RATES AND CHARGES” TO ADOPT REVISIONS TO THE SCHEDULE OF RATES AND CHARGES FOR SANITARY SEWAGE COLLECTION, TRANSMISSION AND DISPOSAL SERVICE; AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Town Commission desires to amend its Code of Ordinances to increase the sanitary sewer rates that are charged to properties connected to the Town’s sewer system; and

WHEREAS, the new sewer rates for Fiscal Year 2016/2017 shall be effective commencing the first day of the water service billing cycle that begins in October 2016, provided that the City of Fort Lauderdale is able to timely implement the changes; otherwise, the new sewer rates for Fiscal Year 2016/2017 shall be effective commencing the first day of the water service billing cycle that begins in November of 2016, and thereafter the rates for Fiscal Years 2017/2018 and 2018/2019 shall be effective on the first day of the water service billing cycle that begins in October 2017 and October 2018, respectively.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AS FOLLOWS:

SECTION 1. Recitals. The foregoing “Whereas” clauses are ratified and confirmed as being true, correct and reflective of the legislative intent underlying this Ordinance and are hereby made a specific part of this Ordinance.

SECTION 2. Amending Section 20-19. Section 20-19 “Rates and Charges” of Article II “Sanitary Sewer System” of Chapter 20 “Utilities” is hereby amended as follows¹:

Sec. 20-19. Rates and Charges.

¹Proposed additions to existing Town Code text are shown by underlining; proposed deletions from existing Town Code text are shown by ~~strike through~~; shaded text reflects changes made from First Reading.

(b) *Amounts of rates and charges.*

(1) Monthly base facility charge per single-family unit...~~\$9.55~~ 9.78 effective 10/2016; ~~\$10.02~~ effective 10/2017; and ~~\$10.27~~ effective 10/2018

(2) Monthly base facility charge per multi-family unit, including duplexes.....~~\$3.94~~ 4.03 effective 10/2016; ~~\$4.13~~ effective 10/2017; and, ~~\$4.23~~ effective 10/2018

(3) Monthly base facility charge per commercial customer....~~\$9.55~~ 9.78 effective 10/2016; ~~\$10.02~~ effective 10/2017; and ~~\$10.27~~ effective 10/2018, multiplied by the number of applicable equivalent units, based on the calculation as follows:

(4) *Consumption rate charged per 1,000 gallons of water usage:*

All customer classes~~\$5.50~~ 5.63 effective 10/2016; ~~\$5.77~~ effective 10/2017; and ~~\$5.91~~ effective 10/2018.

Residential units will not be charged a consumption rate for usage in excess of 10,000 gallons per month.

(5) *Monthly customer service/administration charge per meter:*

All customer classes~~\$1.41~~ 1.44 effective 10/2016; ~~\$1.47~~ effective 10/2017; and ~~\$1.50~~ effective 10/2018.

SECTION 3. Severability. If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

SECTION 4. Conflicts. All prior ordinances or resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. Effective Date. This Ordinance shall become effective upon adoption on second reading, and the new sewer rates for Fiscal Year 2016/2017 shall be effective commencing the first day of the water service billing cycle that begins in October 2016, provided

that the City of Fort Lauderdale is able to timely implement the changes; otherwise, the new sewer rates for Fiscal Year 2016/2017 shall be effective commencing the first day of the water service billing cycle that begins in November 2016. Thereafter, the rates for Fiscal Years 2017/2018 and 2018/2019 shall be effective on the first day of the water service billing cycle that begins in October 2017 and October 2018, respectively.

Passed on the first reading, this 26th day of July, 2016.

Passed and adopted on the second reading, this 12th day of September, 2016.

MAYOR SCOT SASSER

	First Reading	Second Reading
Mayor Sasser	_____	_____
Vice-Mayor Brown	_____	_____
Commissioner Oldaker	_____	_____
Commissioner Sokolow	_____	_____
Commissioner Vincent	_____	_____

ATTEST:

Tedra Allen, Town Clerk

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney



Agenda Memorandum

Finance Department

Department

Lisa Fuentes

Finance Director

SPECIAL COMMISSION MEETING DATE: September 12, 2016
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ITEM CATEGORY: Resolution

SUBJECT TITLE: Resolution 2016-31 Fiscal Year 2016/17 Chamber of Commerce Funding Agreement

EXPLANATION:

Resolution 2016-31 (**Exhibit 1**) approves an Agreement (**Exhibit A**) with the Lauderdale-By-The-Sea Chamber of Commerce, Inc. (the “Chamber”), which provides Town funding in the amount of \$26,340, a reduction of \$6,848 (or 20.6%) relative to FY 2015/16 contract, for the Chamber’s operation of the Welcome Center for the fiscal year beginning October 1, 2016 and ending September 30, 2017. The Resolution authorizes the Town Manager to execute the proposed Agreement, which specifies the terms and conditions of the provided funding approved by the Town Commission at the July 12th meeting, as well as the Chamber’s use of the Town-owned building occupied by the Chamber for another year.

The source of funds is presented under the FY2016/17 Budget Account # 001.511.200.500.345.

RECOMMENDATION:

1. Adopt Resolution 2016-31 to provide Chamber of Commerce funding for fiscal year 2016/17.

Exhibit: 1. Resolution 2016-31 (Exhibit A-FY 2016/17 Chamber of Commerce Agreement)

Reviewed by Town Attorney

☒ Yes ☐ No

EXHIBIT “1”

RESOLUTION NO. 2016-31

A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AUTHORIZING AN AGREEMENT WITH THE LAUDERDALE-BY-THE-SEA CHAMBER OF COMMERCE, INC. FOR OPERATING AND FUNDING A VISITOR AND WELCOME CENTER; DIRECTING THE APPROPRIATE TOWN OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR CONFLICT, SEVERABILITY AND FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lauderdale-By-The-Sea finds it in the best interest of the Town to help fund a visitor and welcome center (“Center”) in the Town; and

WHEREAS, the Lauderdale-By-The-Sea Chamber of Commerce, Inc. (the “Chamber”) has agreed to operate the Center; and

WHEREAS, the Town and the Chamber desire to enter into an agreement for operation and funding of the Center upon the terms and conditions set forth in the attached Exhibit “A” (the “Agreement”).

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:

Section 1. Each “WHEREAS” clause set forth is true and correct and herein incorporated by this reference.

Section 2. The Agreement with the Chamber, attached as Exhibit “A”, is hereby approved with Town funding for the Center operation in an amount not to exceed \$26,340.00.

Section 3. The appropriate Town Officials are hereby authorized to execute, on behalf of the Town, the Agreement, in the form attached hereto as Exhibit “A”, together with such non-material changes as may be approved by the Town Manager and Town Attorney, and such other documents necessary to implement the terms of the Agreement.

EXHIBIT "1"

Section 4. The Town Manager and/or her designee and the Town Attorney are authorized to take all actions necessary to implement the terms and conditions of the Agreement.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. If any clause, section or other part of this resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this resolution.

Section 7. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED this _____ day of September, 2016.

Mayor Scot Sasser

Attest:

Town Clerk Tedra Smith
(CORPORATE SEAL)

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney

AGREEMENT

THIS is an AGREEMENT (the "Agreement") made this 18 day of August, 2016 by and between the Town of Lauderdale-By-The-Sea, Florida, a municipal corporation organized and operating under the laws of the State of Florida hereinafter referred to as "TOWN" and Lauderdale-By-The-Sea Chamber of Commerce, Inc., a non-profit corporation authorized to do business in the State of Florida, hereinafter referred to as "CHAMBER."

WHEREAS, TOWN and CHAMBER have agreed to a continuation of the joint venture between TOWN and Chamber in the operation of the Tourist Information Center/Welcome Center (the "Welcome Center") located in Lauderdale-By-The-Sea for the primary purpose of promoting commerce and tourism within Lauderdale-By-The-Sea;

WHEREAS, TOWN and CHAMBER agree to enter into this Agreement to ensure the continued operation of the Welcome Center primarily for the benefit of the citizens, merchants and residents of Lauderdale-By-The-Sea;

WHEREAS, TOWN and CHAMBER have agreed to each provide certain funding, and the TOWN agrees to provide the use of the building located at 4201 Ocean Drive in Lauderdale-By-The-Sea (the "Facility") for the continued operation of the Welcome Center;

WHEREAS, CHAMBER has agreed to oversee all operations of the Welcome Center, including management services, staffing and other consideration for the continued operation of the Welcome Center.

NOW, THEREFORE, in consideration of the mutual promises, terms, provisions, covenants and payments set forth herein, it is hereby agreed by and between TOWN and CHAMBER as follows:

1. Recitals

1.1 The above recitals are true and correct and are hereby incorporated herein.

2. Services and Responsibilities of CHAMBER

2.1 CHAMBER agrees to operate a Welcome Center at the Facility, for the twelve month period beginning October 1, 2016 and ending September 30, 2017 (the "Contract Period"), for the benefit of the citizens, merchants and residents of Lauderdale-By-The-Sea. CHAMBER shall provide the necessary staff to operate the Welcome Center which shall be open and manned no less than six days a week for a minimum of 40 hours per week, except that the Welcome Center may be closed on national holidays, and inclusive of their normal duties, said staff members shall be responsible for responding to all letters, telephone calls, faxes, electronic mail, text messages and website inquiries regarding lodging,

restaurants, businesses, recreational opportunities, and events in Lauderdale-By-The-Sea.

- 2.2 CHAMBER shall maintain a web site during the Contract Period which shall promote commerce in Lauderdale-By-The-Sea, businesses located within Lauderdale-By-The-Sea, and the Town of Lauderdale-By-The-Sea as a desirable destination, and the web site shall include a link to TOWN'S website.
- 2.3 CHAMBER shall submit a monthly report to TOWN which indicates the prior month's number of inquiries to the Welcome Center, the prior month's number of walk-in visitors to the Welcome Center, and the estimated number of attendees at each Chamber-sponsored event in TOWN that occurred during the prior month.
- 2.4 CHAMBER shall remain in good standing as a Florida non-profit corporation during the term of this Agreement.
- 2.5 CHAMBER shall aid in the promotion of all TOWN-sponsored events as mutually agreed to by the CHAMBER and the TOWN.
- 2.6 CHAMBER agrees that any funds provided by TOWN hereunder toward the Welcome Center shall only be used to cover costs incurred by CHAMBER to staff and operate the Welcome Center. Said costs include, but are not limited to the following: wages; federal, state and local taxes; social security and any other federal, state or local withholdings; health care insurance costs; payroll expenses; workers compensation insurance and any other insurance associated with said staff; reimbursable expenses incurred in the performance of any staff member's duties; and any other costs or expenses (such as telephone, internet service, website design, etc.) reasonably incurred by CHAMBER toward the costs associated with the staffing and operation of the Welcome Center.

CHAMBER shall keep records and provide expense reports at the end of the funding period to assure to the TOWN that the TOWN's funding to the CHAMBER has been spent on costs authorized under this Agreement. CHAMBER shall reimburse TOWN for any funds paid to CHAMBER by TOWN under this Agreement in excess of actual costs incurred by CHAMBER to staff and operate the Welcome Center for the Contract Period. CHAMBER agrees TOWN has the right to audit the CHAMBER'S financial records solely in this regard.

- 2.7 It is expressly agreed that all staff personnel hired by and paid for by CHAMBER to staff the Welcome Center shall be employees of CHAMBER, shall remain under the control, supervision, and direction of CHAMBER and shall not be employees of TOWN.

- 2.8 CHAMBER shall provide Town quarterly financial reports on the operations of the Welcome Center. Such reports shall be submitted by Chamber to TOWN in the months of January, April, July and October for the preceding 3 month period.
- 2.9 Chapter 119 (Public Records).
- 2.9.1 CHAMBER agrees to keep and maintain public records in CHAMBER's possession or control in connection with CHAMBER's performance under this Agreement. CHAMBER additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. CHAMBER shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the Town.
- 2.9.2 Upon request from the Town's custodian of public records, CHAMBER shall provide the Town with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.
- 2.9.3 Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the Town.
- 2.9.4 Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the CHAMBER shall be delivered by the CHAMBER to the Town Manager, at no cost to the Town, within seven (7) days. All such records stored electronically by CHAMBER shall be delivered to the Town in a format that is compatible with the Town's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the CHAMBER shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.
- 2.9.5 Any compensation due to CHAMBER shall be withheld until all records are received as provided herein.
- 2.9.6 CHAMBER's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the Town.

IF THE CHAMBER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CHAMBER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 954-640-4201, TEDRAS@LBTS-FL.GOV OR BY MAIL: TEDRA SMITH, TOWN CLERK, 4501 N. OCEAN DRIVE, LAUDERDALE-BY-THE-SEA, FL 33308.

3. Services and Responsibilities of TOWN

- 3.1 TOWN agrees to provide funding to CHAMBER for the operation of the Welcome Center during the Contract Period in the aggregate sum of \$26,340.00. Said funding shall commence in October, 2016 and will be remitted in full on or before September 30, 2017.
- 3.2 The schedule of payments of the \$26,340.00 by TOWN shall be as follows: \$13,170.00 paid to CHAMBER by October 1, 2016, and one additional payment of \$13,170.00 by April 1, 2017.
- 3.3 TOWN agrees to continue providing full and exclusive use of the Facility during the Contract Period for the benefit of CHAMBER. The Facility shall remain at all times the property of TOWN. Additionally, TOWN agrees to continue providing building maintenance, grounds maintenance and utilities, including electricity, water and waste collection during the Contract Period.
- 3.4 TOWN and CHAMBER agree to cooperate in each other's efforts to positively promote the Town of Lauderdale-By-The-Sea and host events intended to bring visitors to the Town of Lauderdale-By-The-Sea and residents to the downtown area.

4. Term and Termination

- 4.1 This Agreement shall be effective October 1, 2016 and shall continue for a period of twelve months unless terminated by either party according to the terms set forth in Section 2.9, Section 4.2 or Section 7.2 of this Agreement.
- 4.2 TOWN may terminate this Agreement unilaterally with ninety (90) days prior written notice to CHAMBER and only after a supermajority (4/5) vote of the members of the Town Commission.
- 4.3 In the event of unilateral termination of this Agreement by TOWN as set forth in Section 4.2 above, CHAMBER shall continue to retain exclusive use of the Facility, and the Facility shall remain maintained by the TOWN through September 30, 2017.
- 4.4 In the event of termination, TOWN shall pay amounts owed under this Agreement through the effective termination date as laid out in Section 4.2 herein, which remaining amount shall be calculated pro rata based on the effective termination date and shall be paid on or before said date.
- 4.5 CHAMBER may terminate this Agreement unilaterally with ninety (90) days' notice to TOWN. In such event CHAMBER shall forfeit any rights or entitlements due after the effective termination date.

5. Equal Employment Opportunity

- 5.1 In the performance of this Agreement, CHAMBER shall not discriminate against any firm, employee or applicant for employment or any other firm/individual in providing services because of sex, age, race, color, religion, ancestry or national origin.

6. Notice

- 6.1 Whenever any party desires to give notice unto any other party hereunder, it must be given by written notice, sent by certified United States mail, with return receipt requested, by hand delivery or by facsimile transmission with confirmation of receipt, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CHAMBER and TOWN designate as the respective places for giving of notice:

TOWN:

Town Manager
4501 Ocean Drive
Lauderdale-By-The-Sea, FL 33308

CHAMBER:

President, Lauderdale-By-The-Sea Chamber of Commerce
4201 Ocean Drive
Lauderdale-By-The-Sea, FL 33308

7. Default and Cure

- 7.1 If either TOWN or CHAMBER finds the counter party in default of any provision of this Agreement, said counter party shall be noticed in writing of the default and the commencement of the cure period of sixty (60) days (the "Cure Period").
- 7.2 During the Cure Period, the noticed party shall cure the default and return to such actions that comply with the terms of this Agreement. If the default is not cured within the Cure Period, the non-defaulting party may then immediately terminate this Agreement with no further obligation to the defaulting party.
- 7.3 Should any dispute arise under this Agreement regarding any amount of funding to be paid by TOWN to CHAMBER as set forth hereunder, half of the funds disputed shall be disbursed upon notice of the default, and half the funds shall be held in escrow until said dispute is resolved between the parties.

8. Property

- 8.1 The parties agree that all items, equipment, property and materials owned or purchased by CHAMBER and provided to fulfill its obligations under this Agreement shall forever remain the property of CHAMBER. The parties further agree that all items, equipment, property and materials owned or purchased by TOWN and provided to fulfill its obligations under this Agreement shall forever remain the property of TOWN. In the event of damage or destruction to the other party's property, the party causing such damage or destruction shall promptly repair or replace the damaged or destroyed property; however said damaging party shall have the benefit of any insurance proceeds received by either party as a result of such damage or destruction toward the repair or replacement of said property.

9. Waiver

- 9.1 Failure of either party to insist upon strict performance of any covenant or condition of this Agreement or to execute any right here in contained shall not be construed as a waiver or relinquishment for the future of any such covenant condition or right, but the same shall remain in full force and effect.

10. Severability

- 10.1 If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

11. Governing Law

- 11.1 This Agreement shall be governed by the laws of the State of Florida with venue lying in Broward County, Florida.

12. Extent of Agreement

- 12.1 This Agreement represents the entire and integrated Agreement between TOWN and CHAMBER and supersedes all prior negotiations, representations or agreements either written or oral.

13. Indemnification

- 13.1 CHAMBER agrees to indemnify and hold harmless TOWN, including, but not limited to claims arising out of or in connection with CHAMBER'S use of TOWN'S property. If requested by TOWN, CHAMBER shall assume and

defend itself and TOWN in connection with any such suit or cause of action, and such defense shall be at the cost of CHAMBER. The CHAMBER shall carry liability insurance in an amount no less than \$1,000,000.00 and shall provide a copy of the policy to TOWN with TOWN listed as additional insured on the policy.

14. Conflicts

- 14.1 No officer or employee of TOWN during his or her term of employment or for one year thereafter shall have any interest, direct or indirect, in this Agreement, or the proceeds thereof.
- 14.2 Section 2-25 of the Town Code provides that no vendor shall give, solicit for, deliver or provide a campaign contribution directly or indirectly to a candidate, or to the campaign committee of a candidate, for the offices of Mayor or Commissioner.

**IN WITNESS WHEREOF, TOWN and CHAMBER have signed this Agreement.
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA**

BY: _____
Ralph "Bud" Bentley
Town Manager

Date: _____


BY: _____
Lisa Fuentes
Finance Director

Date: _____

ATTEST:

Town Clerk Tedra Smith

APPROVED AS TO FORM:



Susan L. Trevarthen, Town Attorney

LAUDERDALE-BY-THE-SEA
CHAMBER OF COMMERCE

Thomas Balcom
Thomas Balcom, Chairman

Signature of Corporate Secretary

(Corporate Seal)

Printed Name of Corporate Secretary

STATE OF _____)
COUNTY OF _____) ss.

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared Thomas Balcom and _____ of Lauderdale-By-The-Sea Chamber of Commerce, Inc., a Florida non-profit corporation, and acknowledged they executed the foregoing Agreement as the proper officials of Lauderdale-By-Sea Chamber of Commerce, Inc. for the use and purposes mentioned in the Agreement and that the instrument is the act and deed of that corporation.

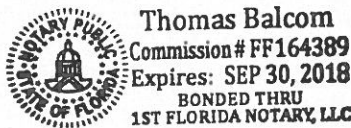
IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 18 day of August, 2016.

My Commission Expires: 9/30/18

Thomas Balcom
Signature of Notary Public

Notary Seal

Thomas Balcom
Printed Name of Notary Public





Agenda Memorandum

Finance Department

Lisa Fuentes

Director of Finance

COMMISSION MEETING DATE: September 12, 2016

ITEM CATEGORY: Resolution

☐ **FY2016 – PART OF THE STRATEGIC PLAN**

SUBJECT TITLE: Resolution 2016-33 – FY15/16 Budget Amendment

EXPLANATION:

General Fund:

1. Emergency Medical Services (EMS): An unforeseen expenditure to replace an air-conditioning unit over-stated the operating expenses account for EMS by \$1,043. This requires a transfer from the General Fund Contingency.

2. Development Services: 001.524.000.500.402 Building Permit Services

The Commission has already increased the budget for Building Permit Services once this year; however, permit activity remains strong and we need to increase the account again. We estimate additional expenditures for Building Permit Services of \$100,000 through fiscal year-end. The expenditures are offset by an increase in the Building Permits revenues.

Law Enforcement Trust Fund:

3. We propose using the \$10,807 balance in the LETF Fund to first pay the \$11,500 cost to purchase Body Cameras leaving a balance of \$693 to be paid from the General Fund Police Department Budget. The Sheriff has approved the LETF expenditure for this purpose.

RECOMMENDATION: Adopt Resolution 2016-33 amending the FY15/16 Budget

Exhibits: 1. Resolution 2016-33 (Exhibit A-FY15/16 Budget Amendment)

Reviewed by Town Attorney:

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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RESOLUTION 2016-33

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING THE 2015/2016 FISCAL YEAR BUDGET IN ACCORDANCE WITH THE ATTACHED EXHIBIT "A"; AUTHORIZING APPROPRIATIONS AND EXPENDITURES IN ACCORDANCE WITH THE 2015/2016 FISCAL YEAR BUDGET AS AMENDED; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, the Town Manager has made recommendations to the Town Commission which require amendment of the 2015/2016 Fiscal Year budget; and

WHEREAS, the Town Commission, in accordance with the requirements of Section 166.241, Florida Statutes, wishes to amend the 2015/2016 Fiscal Year Budget for the transfer of said funds consistent with the recommendations of the Town Manager.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, THAT:

SECTION 1: The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and incorporated herein by this reference. All exhibits attached hereto are hereby incorporated herein.

SECTION 2: The Town Commission of the Town of Lauderdale-By-The-Sea, Florida, hereby amends the 2015/2016 Fiscal Year Town Budget as set forth in Exhibit "A".

SECTION 3. The appropriations and expenditures set forth on Exhibit "A" are hereby approved.

SECTION 4. The Town Administration is directed to effectuate the appropriations and expenditures reflected in Exhibit "A" by appropriate and necessary transfers.

SECTION 5. All prior resolutions or parts thereof in conflict herewith are repealed to the extent of such conflict.

SECTION 6. If any clause, section, other part or application of this Resolution is held by any court or competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

SECTION 7. This Resolution shall become effective immediately upon passage and adoption.

Passed on this 12th day of September, 2016.

MAYOR SCOT SASSER

Attest:

Tedra Allen, Town Clerk

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney

EXHIBIT A to Resolution 2016-33

FY 2015/2016 Budget Amendment

REVENUES

Fund	Department / Project Number	Current Budget	Proposed Budget	Variance	Explanation
001- General	302.000 Licenses & Permits (322.100 Building Permits)	1,119,000	1,219,000	100,000	Estimated increase in building Permit Revenue through fiscal year-end.
101 - LETF	000-000 Appropriated Fund Balance (380.201 Carry Forward LETF)	-	10,807	10,807	To fund a portion of the cost for body worn camera's.
Total Revenues				<u>110,807</u>	

EXPENDITURES

Fund	Department / Project Number	Current Budget	Proposed Budget	Variance	Explanation
001- General	524.000 Development Services (500.402 Building Permit Services)	876,000	976,000	100,000	To cover the projected cost in building Permit Services through fiscal year-end.
001- General	519.000 General (500.497 Contingency)	1,029,833	1,028,790	(1,043)	Transfer from General Fund Contingency to EMS.
001- General	523.000 Emergency Medical Services (500.550 Operating Expenses)	754,659	755,702	1,043	To cover the cost of A/C unit for AMR personnel in Public Safety Bldg.
101 - LETF	521.100 Police Department (500.640 Capital Equipment & Machinery)	-	10,807	10,807	To cover the costs in operating expensees through fiscal year-end.
Total Expenditures				<u>110,807</u>	